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# ANNUAL PERFORMANCE REPORT

IDEA Part C



FFY 2005 (2005 – 2006)

Submitted 2.1.2007

State of Iowa  
Iowa Department of Education  
Bureau of Children, Family and Community Services  
Grimes State Office Building  
Des Moines, Iowa 50319-0146

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State of Iowa  
**Department of Education**  
Grimes State Office Building  
Des Moines, Iowa 50319-0146

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**ANNUAL REPORT CERTIFICATION OF THE  
INTERAGENCY COORDINATING COUNCIL  
UNDER PART C OF THE  
INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)**

Under IDEA Section 641(e)(1)(D) and 34 CFR §303.654, the Interagency Coordinating Council (ICC) of each jurisdiction that receives funds under Part C of the IDEA must prepare and submit to the Secretary of the U.S. Department of Education (Department) and to the Governor of its jurisdiction an annual report on the status of the early intervention programs for infants and toddlers with disabilities and their families operated within the State. The ICC may either: (1) prepare and submit its own annual report to the Department and the Governor, or (2) provide this certification with the State lead agency's Annual Performance Report (APR)<sup>1</sup> under Part C of the IDEA. This certification (including the annual report or APR) is due no later than February 1, 2007.

On behalf of the ICC of the State/jurisdiction of IOWA, I hereby certify that the ICC is:

1. ☐ Submitting its own annual report (which is attached); or
2. ☒ Using the State's Part C APR for FFY 2005 in lieu of submitting the ICC's own annual report. By completing this certification, the ICC confirms that it has reviewed the State's Part C APR for accuracy and completeness.<sup>2</sup>

I hereby further confirm that a copy of this Annual Report Certification and the annual report or APR has been provided to our Governor.

  
\_\_\_\_\_  
Signature of ICC Chairperson

01/27/07  
\_\_\_\_\_  
Date

Troy McCarthy  
435 Lincoln Street  
Ainsworth, IA 52201  
(319) 335-4981 - Daytime telephone number

<sup>1</sup> Under IDEA Sections 616(b)(2)(C)(ii)(II) and 642 and under 34 CFR §80.40, the lead agency's APR must report on the State's performance under its State performance plan and contain information about the activities and accomplishments of the grant period for a particular Federal fiscal year (FFY).

<sup>2</sup> If the ICC is using the State's Part C APR and it disagrees with data or other information presented in the State's Part C APR, the ICC must attach to this certification an explanation of the ICC's disagreement and submit the certification and explanation no later than February 1, 2007.

**Part C Annual Performance Report (APR) for FFY 2005 (2005-2006)**

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Part C State Performance Plan (SPP) Comprehensive Chart of OSEP  
Requirements for FFY 2005 (2005-2006)

Indicator	OSEP Approval Letter received for SPP (12-2-05)	SPP Indicator Update	Page Number
<b>C1: Timely Services</b>	Issues identified:  (A) Noncompliance: State reported 68.8% compliance with this Indicator.  (B) Other: State must provide data on timeliness of services for all eligible children.	Lead Agency revised definition timely services; revised SPP Indicator 1 timely services definition	SPP (p. 6)  APR (p. 3)
<b>C2: Natural Environment</b>	Approved		
<b>C3: ECO</b> A. Social-emotional B. Knowledge and skill C. Appropriate behavior		New: OSEP required entry data	SPP (pp. 15-24)
<b>C4: Family Centered Services Survey</b>		New: OSEP required baseline data, targets and improvement activities	SPP (pp. 25-34)
<b>C5: Child Find 0-1</b>	Approved		
<b>C6: Child Find 0-3</b>	Approved		
<b>C7: Timely Evaluation and Assessment</b>	Issues identified:  (A) Noncompliance: State reported 89% compliance with this Indicator.  (B) Other: State may have included percentage of children for whom reasonable delays were attributed to exceptional family circumstances.	As required by OSEP; revised data and submitted with APR for Indicator 7	APR (pp. 40-44)  APR (pp. 41-44)

Indicator	OSEP Approval Letter received for SPP (12-2-05)	SPP Indicator Update	Page Number
<b>C8:</b> Transition C to B	Issues identified  (A) Noncompliance: State reported (1) 68% compliance with 8A; and (2) 46% compliance with 8C of this Indicator.  (B) Other: State may have included percentage of children for whom reasonable delays were attributed to exceptional family circumstances.	As required by OSEP, see APR for Indicator 8.	APR (pp.45-51)
<b>C9:</b> General Supervision (monitoring, complaints, hearings, etc.)	Approved	Lead Agency revised SPP Indicator 9 to provide a more comprehensive description of the General Supervision System	SPP (pp. 63-65)
<b>C10:</b> Complaints resolved within 60 day timeline	Approved		
<b>C11:</b> Due process hearings	Issue identified:  (A) Noncompliance: State reported allowance of continuances to be granted at the request of a party.	As required by OSEP, revised text for SPP and Indicator 11; revision emailed to Kim Mitchell state contact on 5-18-06.	SPP (p. 81)  APR (pp. 62-63)
<b>C12:</b> Hearing requests to resolution sessions resolved	Approved		
<b>C13:</b> Mediations that resulted in agreements	Issues identified:  (A) Other: (1) State included targets although mediations requested was fewer than 10; and (2) State established a target of 90% as opposed to 75-85% (consensus reached by mediation practitioners).	As required by OSEP, see APR for Indicator 13.	APR (p.65)
<b>C14:</b> Timely-Accurate Data	Approved		

## **Part C Annual Performance Report (APR) for 2005 (2005-2006)**

### **Introduction of the Annual Performance Report**

The Annual Performance Report is a Federal reporting requirement to provide yearly updates for each state's progress meeting 14 indicators from the State Performance Plan submitted December 2, 2005. The State Performance Plan was developed with six years of targets and improvement activities to provide results for meeting the needs of infants and toddlers with known conditions or developmental delays. The following information provides a brief overview of the Iowa birth to three system, the process used for broad stakeholder input and public reporting requirements.

### **The Early ACCESS Infrastructure**

In Iowa, the system that implements the Individuals with Disabilities Education Act (IDEA-2004) Part C is referred to as Early ACCESS since it is a collaborative system of four state agencies. The four agencies, known as the Signatory Agencies, are the Iowa Department of Education, Iowa Department of Public Health, Iowa Department of Human Services, and the University of Iowa Child Health Specialty Clinics. The Governor of Iowa designated the Department of Education to be the Lead Agency with fiscal and legal responsibilities among the four Signatory Agencies.

The Iowa Council for Early ACCESS (ICEA) is Iowa's state Interagency Coordinating Council, mandated by Federal law of IDEA, Part C. The Governor appoints Council members who represent key constituencies across Iowa. The Council advises and assists the Lead Agency to achieve an effective statewide comprehensive interagency system of integrated early intervention services. The Executive Committee of the Council serves as the decision-making group for the Council and advisory group to the system.

Historically (from 1974 to 2003), Iowa was divided into 15 intermediate agencies (Area Education Agencies) providing specialized services. In 2003, five of the agencies merged, which reduced the total number to 12. In 2005, two more agencies merged reducing the total number to 11. The original 15 agencies (currently 11 agencies) assumed the role of Regional Grantees and agreed to the fiscal and legal responsibility for ensuring that the Early ACCESS system is carried out regionally. (Iowa is a birth mandate state so the structure was primarily established.) Therefore, the geographic boundaries of the Early ACCESS regions are the same as the Area Education Agency (AEA) boundaries. AEA Directors of Special Education serve as the Regional Grantee administrators. The Regional Grantees and Signatory Agencies work together to identify all eligible children and assure needed early intervention services are provided.

## Overview of the Development of the Annual Performance Report (APR) for FFY 2005 (2005-2006)

Both the ICEA and the Executive Committee provided stakeholder input regarding the first year reporting requirement for the State Performance Plan (SPP). First members were provided a copy of the plan and an overview of the SPP and the 14 indicators. Second, a Power Point presentation and handouts were used to describe their task in providing input to the Lead Agency for submitting the Office of Special Education Programs (OSEP) Annual Performance Report (the yearly update of meeting indicator targets for the SPP). Third, the members selected indicators of interest and met in small groups. Lead Agency consultants were available to facilitate and answer group questions. Each group reviewed the draft reports of the indicators, made notes of questions or concepts in need of clarification, and provided comments regarding progress or slippage of meeting targets and improvement activities. The small groups reported to the large group and further discussions occurred. Discussion notes and comments were provided to Lead Agency staff to include in re-writing of the indicators. Members reviewed the final draft documents.

Several key stakeholder groups were integral in providing input; group, members, and meeting dates specific to the development of the Annual Performance Report are provided in Table 1.

Table 1.

*Group, Members and Meeting Dates of Key Stakeholders Input for APR Development.*

Group	Members	Meeting Dates
The Early ACCESS Council	<ul style="list-style-type: none"> <li>Parents of Children with Disabilities</li> <li>Service Providers</li> <li>Signatory Agencies at the State and Regional Level</li> <li>Representatives of Insurance Commission</li> <li>Mental Health Providers</li> <li>Representatives of Head Start</li> <li>Local/Regional/State Representatives of Mental Health, Private Medical and Physicians</li> </ul>	September 22, 2006 November 17, 2006
The Early ACCESS Executive Committee	<ul style="list-style-type: none"> <li>Signatory Agencies at the State and Regional Level</li> <li>Parents of Children with Disabilities</li> <li>Local/Regional/State Representatives of Mental Health, Private Medical and Physicians</li> </ul>	September 20, 2006
Regional Grantee Special Education Directors	<ul style="list-style-type: none"> <li>Directors of Special Education for 11 Regional Grantee</li> </ul>	November 10, 2006
Early ACCESS Liaisons and Special Services Coordinators	Representatives of the: <ul style="list-style-type: none"> <li>Regional Grantees</li> <li>Signatory Agencies</li> </ul>	October 24, 2006 November 2, 2006
Regional Grantee Joint Council	Directors of Instructional Services, Special Education, and Media Services for all 12 Area Education Agencies	September 14, 2005



Formal input regarding targets and improvement activities was also obtained from the following groups: Early Childhood Outcomes Workgroup, Assistive Technology Workgroup, the Iowa Deaf and Hard of Hearing Network and Vision Supervisors, and Urban Education Network, as well as Legal Representatives from the Attorney General's Office, Legal Representation for the Iowa Department of Education, and Administrative Law Judges.<sup>1</sup>

**Public Dissemination and Reporting.** The Iowa Annual Performance Report will be disseminated to the public through the following various channels:

- The Iowa Department of Education Website: Published on February 1, 2007 at: <http://www.state.ia.us/educate/ecese/cfcs/index.html>;
- Regional Grantee distribution: Mailed on February 1, 2007;
- Released to the Public via notice in the newspaper: February 1, 2007; and
- Provided to the Early ACCESS Council: February 1, 2007.

Further, the Lead Agency will report annually to the Early ACCESS Council, Regional Grantees and to the public on the progress and/or slippage in meeting Iowa's Measurable/Rigorous Targets as described in this document. In addition, Iowa will report annually to the public on the performance of each Regional Grantee's Data Profile via the Iowa Department of Education Website.

**Annual Performance Report Structure.** The structure of Iowa's APR is based on the following OSEP requirements:

1. **Overview of the Annual Performance Report Development.** Provides brief information regarding broad stakeholder input for development of the report.
2. **Monitoring Priority.** Describes OSEP requirement for IDEA monitoring.
3. **Indicator.** Measures results of the Part C IDEA system for 14 areas.
4. **Measurement.** Requirement provided by OSEP so all states consistently report progress for the 14 indicators measuring results of the system.
5. **Measurable/Rigorous Targets.** Compliance indicator targets were set at 100% and performance indicator targets were set by states based on baseline data and broad stakeholder input.
6. **Actual Target Data.** Provides the state's annual data reported for both number and percentages.
7. **Discussion of Improvement Activities Completed and Explanation of Progress or Slippage.** Provides descriptions of the planned improvement activities for the year reported and the effectiveness of the activities. The Improvement Activities were reported using five subheadings:
  - a. Verification of data included the Lead Agency's description of systemic processes used for data verification and accuracy.
  - b. Analysis of data to identify concerns described the state and region analysis of data regarding improvement.
  - c. Analysis of policies, procedures and practices reviewed meeting law requirements and implementation and revisions provided.
  - d. Technical assistance and professional development activities were described as provided to the regions.
  - e. Ongoing monitoring and enforcement as needed reviewed the evaluation and monitoring results provided to regions.

<sup>1</sup> The final three stakeholder groups were consulted in the development of General Supervision Indicators only  
 Part C State Annual Performance Report for 2005 (2005-2006)  
 (OMB NO: 1820-0578 / Expiration Date: 12/31/2009)  
 Submitted 2-1-079

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the state Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administrators and liaisons, and the Lead Agency Department of Education staff.

#### Monitoring Priority: Early Intervention Services In Natural Environments

**Indicator 1:** Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.

(20 USC 1416(a)(3)(A) and 1442)

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

#### Measurement:

Percent = # of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner divided by the total # of infants and toddlers with IFSPs times 100.

Account for untimely receipt of services.

The provision of early intervention services in a timely manner is a compliance indicator and OSEP designated the measurable and rigorous target at 100%. Each annual target of the six year State Performance Plan is set at 100%.

FFY	Measurable and Rigorous Target
<b>2005</b> (2005-2006)	100% of infants and toddlers with IFSPs receive early intervention services on their IFSPs in a timely manner.

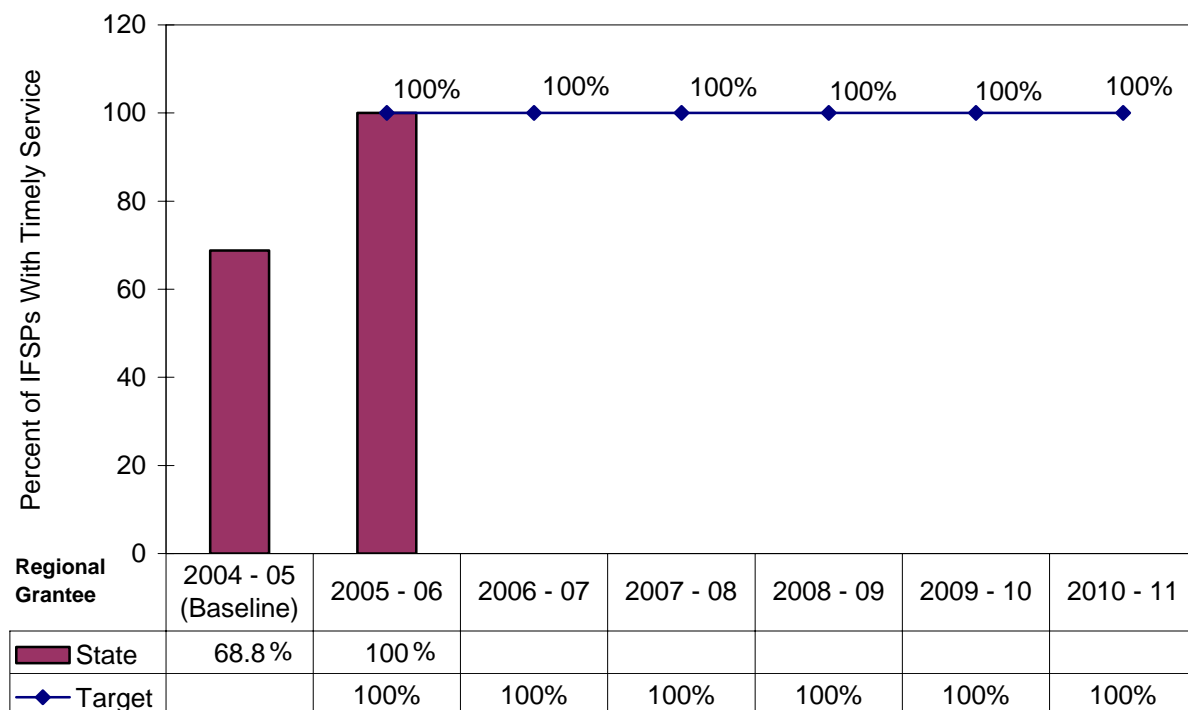
**Actual Target Data for FFY 2005 (2005-2006):**

Data and procedures have been provided in this report to describe the correction of non-compliance identified for timely services as required by the Office of Special Education Program's February 27, 2006 letter in response to Iowa's State Performance Plan (submitted 12-2-05). In addition, the state's definition of timely services was revised as follows:

*Timely services are measured per child within 30 days from the date of parental consent for the services listed on the initial IFSP and all subsequent IFSPs.*

Using the state's definition, timely services were measured for each child within 30 days from parental consent for initial and any new services listed on the IFSP. Parental consent was first obtained for services on the initial IFSP. If any subsequent services were added, an IFSP meeting was held, a new IFSP written, and parental consent obtained for the new service(s). All services for which parental consent was obtained were initiated within the 30-day period to be considered timely. Figure C1.1 shows the state baseline and first year's target data for provision of timely services. As noted in Figure C1.1, the state target was met for FFY 2005 (2005-2006). Results of state data indicated improvement from 68.8 percent to 100% provision of timely services.

Figure C1.1. State Percent of IFSPs with Documented Provision of Timely Services.



Source. Regional Grantee File Review Self-Assessment, FFY 2004 (2004–2005) and FFY 2005 (2005–2006).

As described previously, timely services were monitored by the Lead Agency using an annual statewide IFSP file review process. During the spring of 2006, each Regional Grantee used a statewide self-assessment tool to conduct IFSP file reviews on a random sample comprising 10% (or a minimum of 15 files, whichever was larger) of their total number of eligible children served. The Lead Agency provided the random sample for the Regional Grantees. The same OSEP approved sampling plan for the SPP baseline data was used for the APR indicator data. The files of 272 children, which included 577 services, were reviewed for initial and all other IFSPs.

Table C1.1 provides the number of child files reviewed for which early intervention services were provided to infants and toddlers and families in a timely manner, total number of child files reviewed per Regional Grantee, and the percent of infants and toddlers and families who received initial services and any subsequent IFSP services in a timely manner.

Table C1.1.

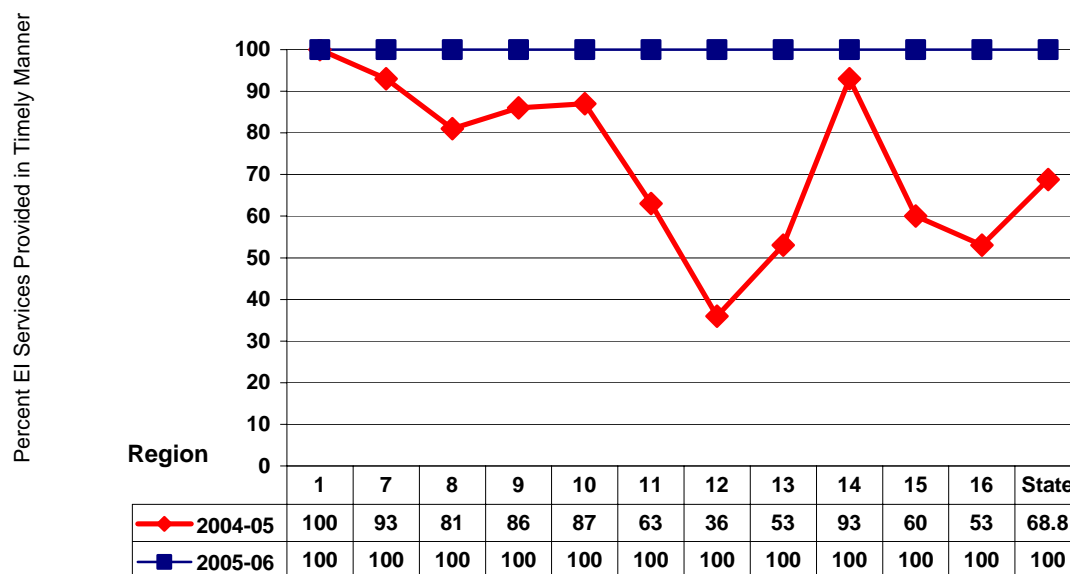
*Number and Percent of Infant and Toddler IFSP Services Provided in a Timely Manner.*

Regional Grantee and State Total											
1	7	8	9	10	11	12	13	14	15	16	State
15/15	35/35	13/13	28/28	32/32	55/55	30/30	15/15	15/15	15/15	16/16	269/269
100	100	100	100	100	100	100	100	100	100	100	100

Source. Regional Grantee File Review Self-Assessment, FFY 2005 (2005–2006).

Regional Grantee file review monitoring data indicated that 100% of infants and toddlers received all early intervention services within 30 days of the consent for services. Three children (two in Region 8 and one in Region 9) had a total of five services initiated beyond the 30-day timeline; however, for all three children, the reasons were due to documented exceptional circumstances (such as child/family reasons and acts of nature) and were excluded from the calculation of timeliness. Figure C1.2 shows the increase of each Regional Grantee's provision of timely services from baseline FFY 2004 (2004–2005) to the first year's target FFY 2005 (2005–2006).

Figure C1.2. Regional Grantee Comparison of Baseline to First Year's Target Data for Percent of IFSPs with Early Intervention Services Provided in a Timely Manner.



Source. Regional Grantee File Review Self-Assessment, FFY 2004 (2004–2005) and FFY 2005 (2005–2006).

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that Occurred for FFY 2005 (2005-2006):**

Several improvement activities were implemented to impact meeting the target for this indicator and address non-compliance. Policies and practices were analyzed and revised, technical assistance was provided to Regional Grantees, a coordinated system of professional development was implemented, and on-going monitoring of system performance was conducted.

**Verification of data.** After reviewing Self-Assessment data from file reviews conducted in 2005, the Lead Agency noted inconsistent documentation of timeliness data across the regions. This resulted in many services that were not rated timely due to lack of documentation on the IFSP. The Lead Agency revised the Self-Assessment tool to assure that valid and reliable data aligned with the revised standard and OSEP measurement requirements regarding timely service provision. State staff provided technical assistance to Regional Liaisons on the revised Self-Assessment tool.

**Analysis of data to identify concerns.** Regional Grantees were provided results of FFY 2004 (2004-2005) baseline data (Regional Profiles) and regions conducted their own analysis of the data. All Regional Grantees outlined plans for improving performance in areas of concern or how they would maintain performance in areas they were meeting targets. Also, each Regional Grantee submitted a year-end report to describe progress in meeting the measurable rigorous target for timely service provision. All regions of the state were in compliance with the standard and the few delays noted were due to documented family reasons. This indicator was met with high success due to the state's uniform definition of timely services, the technical assistance provided to the regions, and the Regional Grantee's commitment to documenting the timely services they had been providing.

**Analysis of policies, procedures and practices.** Lead Agency staff met with stakeholder groups (Iowa Council of Early ACCESS, the Early ACCESS Executive Committee, and Regional Grantee Administration and Liaisons) to develop state guidance on revised Part C policies and procedures and the "timely definition." Regional Grantee Liaisons were provided written guidance to assist with training direct service providers for the revised definition of timely service provision and how to adequately document timely service provision on the IFSP.

**Technical assistance.** Technical assistance developed by the Lead Agency and provided to the Regional Grantees focused on the importance of initiating services as soon as possible, the awareness of all regions needing to meet the target of 100% in providing all services within 30 days of parental consent, the need for clear documentation when services were delivered, and understanding revisions made to the Self-Assessment file review tool. The technical assistance provided was noted to have a major impact on the regions meeting the 100% target with the necessary documentation to substantiate the data reported.

In addition, the Lead Agency continued to support a Comprehensive System of Professional Development. In 2005 a *Service Coordination Training Program*, which included five modules of competency based training, was developed. The service coordination training modules were based on Federal Statute and Regulations, research and best practice and focused on the five identified competencies required to be an effective service coordinator. Modules 1 through 5 were developed and successfully piloted to target new and inexperienced service coordinators. The modules incorporated state policies, procedures and best practices regarding timely service provision, IFSP development and coordination of services.

All Signatory Agencies in the Early ACCESS system participated in the ongoing staff development activities for providers of early intervention services.

Training was delivered statewide for all modules and approved trainers were trained (Train the Trainer sessions) for all but two of the modules. The training program was augmented by various in-services, workshops and conferences where providers learned about innovative practices. The *Service Coordination Training Program* was infused in pre-service/licensure activities at community colleges and universities. This training was developed to assure that service coordinators learned the core competencies needed to provide high quality services to families. The Lead Agency will continue to review results of parent survey data and compliance monitoring results to study the effect of the competency based training modules.

Innovative systemic efforts to improve timely and coordinated services were initiated in October of 2005 by the Polk County Juvenile court who started the *Court Teams for Change* project. The goal was to improve outcomes for infants and toddlers who have been removed from the home due to parental drug use or domestic violence. This collaborative effort involved the juvenile court, *Zero To Three* (a national early childhood advocacy organization), the Iowa Department of Human Services, service providers and Early ACCESS.

Dr. Joy Osofsky conducted a workshop on an innovative approach she developed for the Miami-Dade court system. Dr. Osofsky and Judge Nancy Liederman developed intervention methods in Florida for juvenile courts working with parents of abused and neglected infants and toddlers. The target audience was judges, attorneys, service providers and state agency staff members. A *Court Teams for Change* workgroup met monthly to improve the delivery of services to the child and family. The first year of the project focused on developing interagency protocols that could facilitate a rapid response to infants and toddlers who had been removed from the home. The second year will be devoted to implementing and refining the model. The third year will focus on disseminating the model statewide and providing technical assistance to agencies that want to adopt the model.

**Ongoing monitoring and enforcement as needed.** In FFY 2005 (2005-2006), the Lead Agency issued letters to two Regional Grantees that required Corrective Action Plans to improve services provided in a timely manner. The plans submitted were approved by the Lead Agency. The Regional Grantees provided training to staff on the timely standard and required IFSP documentation that services were provided in a timely manner. The Lead Agency used the results of the file review conducted in the spring of 2006 to determine if the Regional Grantees met the standard for timely service provision. File review data indicated that the two Regional Grantees in question met the timely standard by providing documentation of family reason for delay of services provided in a timely manner.

**Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2006 (2006-2007):**

There were no revisions to targets, improvement activities, timelines or resources for FFY 2006 (2006-2007). In order to maintain target performance, the Lead Agency will continue to implement strategies outlined in the State Performance Plan.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the state Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administrators and liaisons, and the Lead Agency Department of Education staff.

#### Monitoring Priority: Early Intervention Services In Natural Environments

**Indicator 2:** Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children.

(20 USC 1416(a)(3)(A) and 1442)

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

#### Measurement:

Percent =  $\left[ \frac{\text{(\# of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children)}}{\text{(total \# of infants and toddlers with IFSPs)}} \right] \times 100$ .

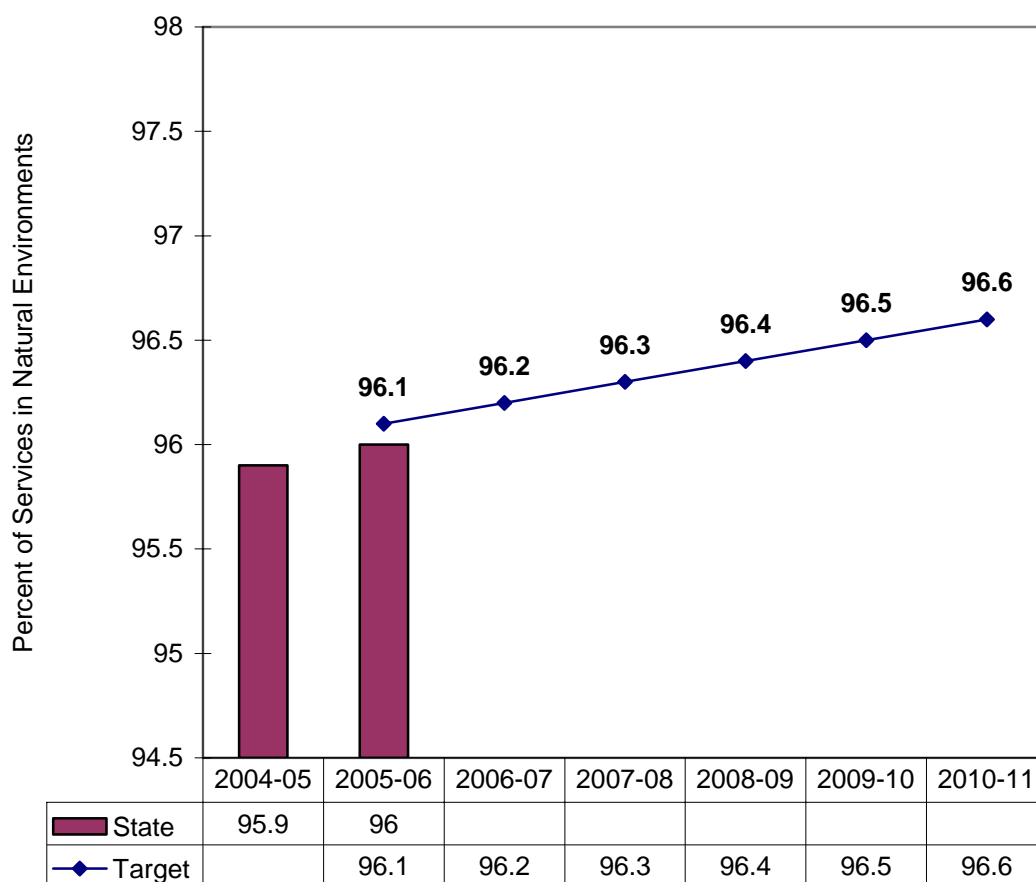
The provision of early intervention services in natural environments is a performance indicator. Therefore, each state was allowed by OSEP to set their own target from baseline data. The Lead Agency, with input from stakeholder groups, established a measurable and rigorous targets ranging from 96.1% to 96.6% for the six-year State Performance Plan.

FFY	Measurable and Rigorous Target
<b>2005</b> (2005-2006)	96.1% of infants and toddlers with IFSPs primarily receive early intervention services in the home or programs for typically developing children.

**Actual Target Data for FFY 2005 (2005-2006):**

Results of data indicated that 96.04% of infants and toddlers received early intervention services in the home or programs designed for typically developing children<sup>2</sup>. State baseline and target data for the last two years are presented in Figure C2.1. Even though a slightly higher percentage of children were provided services in the natural environment, the state of Iowa was .06% short of its measurable rigorous target of 96.1%; the target was not met for FFY 2005 (2005-2006).

Figure C2.1. Percent of Early Intervention Services Provided in Natural Environments.



Source. Iowa 618 Settings Table, FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

<sup>2</sup> Percent calculated by summing number served in the home and programs designed for typically developing children, dividing by the total served and multiplying by 100 ( $2379 + 100/2581 \times 100$ ).



Table C2.1 provides the type, number, and percent of natural environments that early intervention services were provided to infants and toddlers and their families. As shown in the table, the majority of services were provided in the home. Services provided in environments for typically developing children, such as childcare settings, were minimal. Also, "other" environments, such as clinics and residential facilities, were minimal.

Table C2.1.

*Number and Percent of Early Intervention Services Provided in the Natural Environment.*

Natural Environment	Number	Percent
Designed for typically developing children	100	3.87
Home	2379	92.17
Other	102	3.96
Total	2581	100

Source. Iowa 618 Settings Table, FFY 2005 (2005-2006).

As shown in Table C2.2, six of 11 Regional Grantees met or exceeded the State of Iowa target of 96.1% for early intervention services provided in the natural environment. All Regional Grantees provided services in the natural environment above the national average of 87.05% (2004).

Table C2.2.

*Regional Grantee Percent of Services Provided in the Natural Environment.*

	01	07	08	09	10	11	12	13	14	15	16	State
<b>04-05</b>	90.1%	96.4%	94.0%	95.3%	99.3%	95.3%	95.0%	95.9%	98.1%	98.0%	100.0%	96.0%
<b>05-06</b>	90.3%	96.6%	93.9%	98.6%	98.0%	95.0%	97.3%	96.1%	94.4%	97.9%	95.6%	96.0%

Source. Iowa Information Management System, FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

#### **Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):**

The State of Iowa has implemented a model of serving children in the natural environment for several years. In reviewing prior trend data, the percent of infants and toddlers served in the natural environment has increased each of the last five years and has been consistently 8 – 10% higher than the national average in serving infants and toddlers in the natural environment.

Specific to the Iowa APR results for FFY2005 (2005-2006), Iowa slightly increased the percent of children served in the natural environment from the baseline of 96% to 96.04%, although the target of 96.1% was not met. The Lead Agency and stakeholder groups did not interpret this as a concern. Because the child count and types of referrals change annually and even monthly, the Lead Agency acknowledged that due to the individual setting needs of children variations from the overall positive trend was expected. The Lead Agency engaged in a variety of interrelated activities to increase the number of children that were provided services in the natural environment. The activities described below include verification of data, analysis of data, revision of procedures, technical assistance, professional development and ongoing monitoring.

**Verification of data.** Each Regional Grantee completed a Self-Assessment file review process. The results were analyzed by the Lead Agency to determine compliance and the need

for additional technical assistance. As a part of the Self-Assessment file review process Regional Grantees reviewed whether or not the IFSPs of children who were not served in the natural environment contained a statement justifying the service setting that was selected. Out of 272 files reviewed in the spring of 2005, three children received services outside the natural environment. In all three cases the files contained a valid justification statement.

**Analysis of data to identify concerns.** One Regional Grantee was 5.8% below the target of 96.1%. Staff of this Region Grantee reviewed data and analyzed practices of individual service providers. They identified some practices that needed improvement and worked with individual service providers to improve their performance. The percentage of services in the natural environment increased in that region. Lead Agency staff will continue to monitor this region's performance and provide technical assistance as needed.

**Analysis of policies, procedures and practices.** After studying the first year of data regarding services in the natural environment; the Lead Agency reviewed but did not revise policies. Monitoring procedures were revised and are described in that subsection.

**Technical assistance.** State staff met monthly with Special Education Directors and Regional Liaisons to provide technical assistance and to obtain recommendations regarding regional needs. State staff members worked with Regional Grantee and Signatory Agency trainers to implement a statewide system of professional development.

State staff members participated in a number of technical assistance activities sponsored by the National Early Childhood Technical Assistance Center (NECTAC). Representatives from Head Start, the Iowa Department of Human Services and the Lead Agency attended the National Inclusion Conference in July of 2005. Iowa was selected to receive technical assistance from NECTAC to develop an inclusion plan for Iowa. Also, Iowa Lead Agency staff participated in a series of conference calls on natural environments featuring nationally known researchers. Staff participated in the web based *Natural Settings Part C Community of Practice* sponsored by NECTAC. These activities helped Lead Agency staff provide technical assistance to Regional Grantees and to work collaboratively with other state agencies.

The Lead Agency sponsored training on the *ABC Matrix* an assessment tool researched and developed by Linda L. Wilson and Donald W. Mott. This tool helps service providers design interventions in the natural environments and daily routines that children experience. Service providers were taught to work with primary care providers to identify and use the child's interests, assets, functionality, opportunities, and participation to tailor interventions to the unique needs of the child and family. Participants piloted the use of the tool in their respective agencies.

Guidance documents were developed by the Lead Agency and provided to the Regional Grantees that focused on the importance of providing services in the natural environment. Regional Grantees were given both statewide and regional data on the percent of services children received in the natural environment. The Regional Grantees used the guidance documents and regional data to develop their annual improvement plans.

In addition, the Lead Agency continued to support a Comprehensive System of Professional Development. In 2005 a *Service Coordination Training Program*, which included five modules of competency based training, was developed. The service coordination training modules were based on Federal Statute and Regulations, research and best practice and focused on the five identified competencies required to be an effective service coordinator. Modules 1 through 5 were developed and successfully piloted to target new and inexperienced service coordinators. The modules incorporated state policies, procedures and best practices regarding early intervention services provided in the natural environment.

All Signatory Agencies in the Early ACCESS system participated in the ongoing staff development activities for providers of early intervention services. Training was delivered statewide for all modules and approved trainers were trained (Train the Trainer sessions) for all but two of the modules. The training program was augmented by various in-services, workshops and conferences where providers learned about innovative practices. The *Service Coordination Training Program* was infused in pre-service/licensure activities at community colleges and universities. This training was developed to assure that service coordinators learned the core competencies needed to provide high quality services to families. The Lead Agency will continue to review results of parent survey data and compliance monitoring results to study the effect of the competency based training modules.

**Ongoing monitoring and enforcement as needed.** Each Regional Grantee submitted a continuous improvement plan for FFY 2005 (2005-2006). State staff reviewed and approved each plan. Specific needs for each region were based upon regional performance in the past year and trend data. Each region was provided data on the percent of services provided in the natural environment. Their data was compared to the state's measurable rigorous target and other Regional Grantee's performance. Each region below the target developed an improvement plan that described strategies to reach the measurable rigorous target.

**Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2006 (2006-2007):**

There were no revisions to targets, improvement activities, timelines or resources for FFY 2006 (2006-2007). In order to achieve target performance, the Lead Agency will continue to implement strategies outlined in the State Performance Plan.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

Note: Indicator 3 was submitted as part of the State Performance Plan as required by OSEP for February 1, 2007. The Annual Performance Report for Indicator 3 will be provided February 1, 2008.

### Overview of the Annual Performance Report Development:

#### Monitoring Priority: Early Intervention Services In Natural Environments

**Indicator 3:** Percent of infants and toddlers with IFSPs who demonstrate improved:

- A. Positive social-emotional skills (including social relationships);
- B. Acquisition and use of knowledge and skills (including early language/ communication);
- and
- C. Use of appropriate behaviors to meet their needs.

(20 U.S.C. 1416(a)(3)(A) and 1442)

#### Measurement:

A. Positive social-emotional skills (including social relationships):

- a. Percent of infants and toddlers who did not improve functioning =  $\left[ \frac{\text{\# of infants and toddlers who did not improve functioning}}{\text{\# of infants and toddlers with IFSPs assessed}} \right] \times 100$ .
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers =  $\left[ \frac{\text{\# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers}}{\text{\# of infants and toddlers with IFSPs assessed}} \right] \times 100$ .
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it =  $\left[ \frac{\text{\# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it}}{\text{\# of infants and toddlers with IFSPs assessed}} \right] \times 100$ .
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers =  $\left[ \frac{\text{\# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers}}{\text{\# of infants and toddlers with IFSPs assessed}} \right] \times 100$ .
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers =  $\left[ \frac{\text{\# of infants and toddlers who maintained functioning at a level comparable to same-aged peers}}{\text{\# of infants and toddlers with IFSPs assessed}} \right] \times 100$ .

If a + b + c + d + e does not sum to 100%, explain the difference.

B. Acquisition and use of knowledge and skills (including early language/communication and early literacy)

- a. Percent of infants and toddlers who did not improve functioning =  $\left[ \frac{\text{(\# of infants and toddlers who did not improve functioning)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who maintained functioning at a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$

If a + b + c + d + e does not sum to 100%, explain the difference.

C. Use of appropriate behaviors to meet their needs:

- a. Percent of infants and toddlers who did not improve functioning =  $\left[ \frac{\text{(\# of infants and toddlers who did not improve functioning)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who maintained functioning at a level comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \text{ times } 100.$

If a + b + c + d + e does not sum to 100%, explain the difference.

FFY	Measurable and Rigorous Target
<i>(Insert FFY)</i>	<i>(Insert Measurable and Rigorous Target.)</i>

**Actual Target Data for** *(Insert FFY):*

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for** *(Insert FFY):*

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for** *(Insert FFY)*  
*[If applicable]*

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

Note: Indicator 4 was submitted as part of the State Performance Plan as required by OSEP for February 1, 2007. The Annual Performance Report for Indicator 3 will be provided February 1, 2008.

### Overview of the Annual Performance Report Development:

#### Monitoring Priority: Early Intervention Services In Natural Environments

**Indicator 4:** Percent of families participating in Part C who report that early intervention services have helped the family:

- A. Know their rights;
- B. Effectively communicate their children's needs; and
- C. Help their children develop and learn.

(20 U.S.C. 1416(a)(3)(A) and 1442)

#### Measurement:

- A. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family know their rights) divided by the (# of respondent families participating in Part C)] times 100.
- B. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family effectively communicate their children's needs) divided by the (# of respondent families participating in Part C)] times 100.
- C. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family help their children develop and learn) divided by the (# of respondent families participating in Part C)] times 100.

FFY	Measurable and Rigorous Target
<i>(Insert FFY)</i>	<i>(Insert Measurable and Rigorous Target.)</i>

**Actual Target Data for** *(Insert FFY):*

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for** *(Insert FFY):*

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines Resources for** *(Insert FFY)*  
*[If applicable]*

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the State Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administration and liaisons, and the Lead Agency Department of Education staff.

### Monitoring Priority: Effective General Supervision Part C / Child Find

**Indicator 5:** Percent of infants and toddlers birth to 1 with IFSPs compared to:

- A. Other States with similar eligibility definitions; and
- B. National data.

(20 USC 1416(a)(3)(B) and 1442)

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

### Measurement:

- A. Percent = # of infants and toddlers birth to 1 with IFSPs divided by the population of infants and toddlers birth to 1 times 100 compared to the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. Percent = # of infants and toddlers birth to 1 with IFSPs divided by the population of infants and toddlers birth to 1 times 100 compared to National data.

The provision of child find and early intervention services is a performance indicator. Therefore, each state was allowed by OSEP to set their own targets from baseline data. The Lead Agency, with input from stakeholder groups, established measurable and rigorous targets ranging from 1.1% to 1.3% for the percent of infants and toddlers from birth to 1 with IFSPs for the six year State Performance Plan.

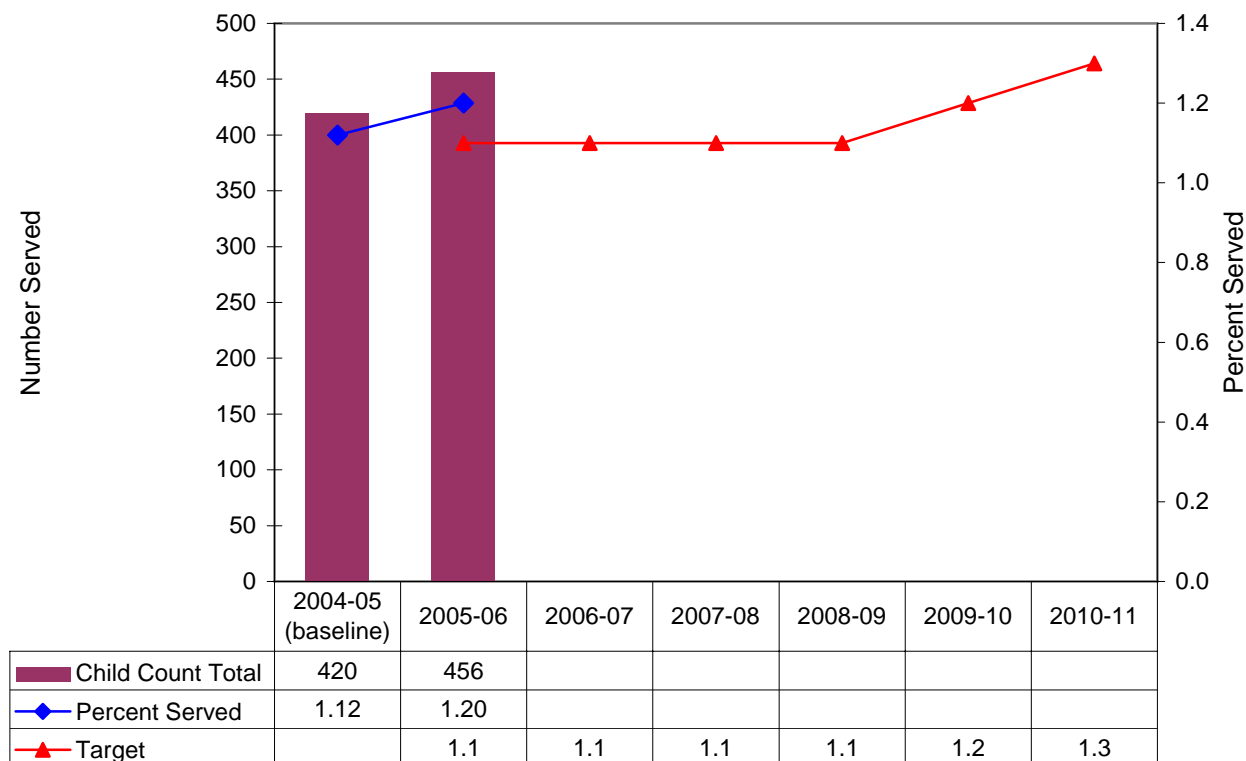
FFY	Measurable and Rigorous Target
<b>2005</b> <b>(2005-2006)</b>	Percent of infants and toddlers birth to 1 with IFSPs will maintain at 1.1%, and when compared to: <ul style="list-style-type: none"> <li>A. Other States with similar eligibility definitions will maintain baseline year average data; and</li> <li>B. National data will maintain as .2% difference based on baseline year data.</li> </ul>



**Actual Target Data for FFY 2005 (2005-2006):**

In the FFY 2005 (2005-2006), the number and percentage of infants receiving early intervention services consistently increased. Figure C5.1 shows the state target was met for FFY 2005 (2005-2006) for the percentage of children birth to age one receiving Early ACCESS services according to an Individualized Family Service Plan (IFSP). First year data results of 1.22% children served indicated the state exceeded the baseline of 1.12% in FFY 2004 (2004-2005) and the target of 1.1% for FFY 2005 (2005-2006). (These data do not include comparison to other states with similar eligibility definitions.)

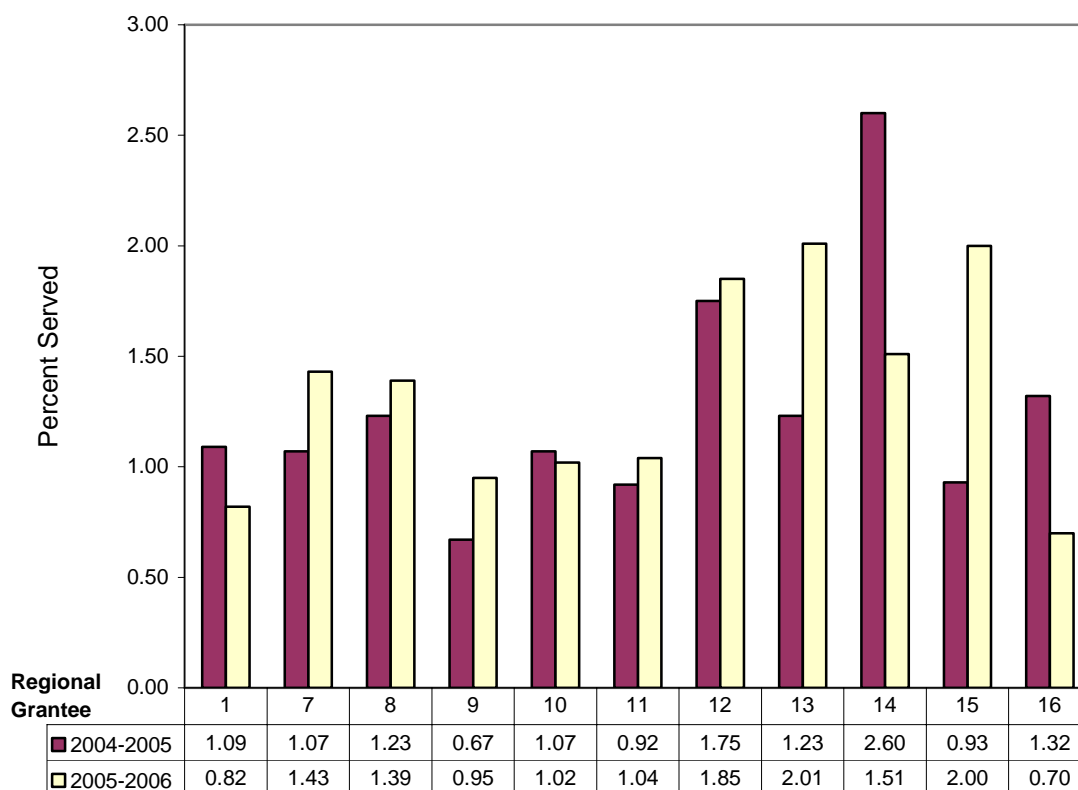
*Figure C5.1. Number and Percent of Children Served in Part C (Early ACCESS) Ages Birth to Age One.*



Source. U.S. Department of Education, Office of Special Education Programs, Data Analysis System (DANS), Table 8-6, July 30, 2005.

Figure C5.2 shows results for the 11 Regional Grantee's baseline FFY 2004 (2004-2005) and the first year FFY 2005 (2005-2006) data for the percent of infants served from birth to one year of age. The percentages shown for FFY 2004 (2004-2005) were based on the December 1st Child Count for each year, compared to the birth minus death totals for the previous year. Data reported for the next year, FFY 2005 (2005-2006), were based on the October 28, 2005 child count for the year and were compared to the 2004 Census estimations. The change from state birth minus death to the U.S. Census estimates was analyzed and revealed insignificant differences. Baseline and target data generally showed consistent increases for seven of the regions and the number of infants with IFSPs.

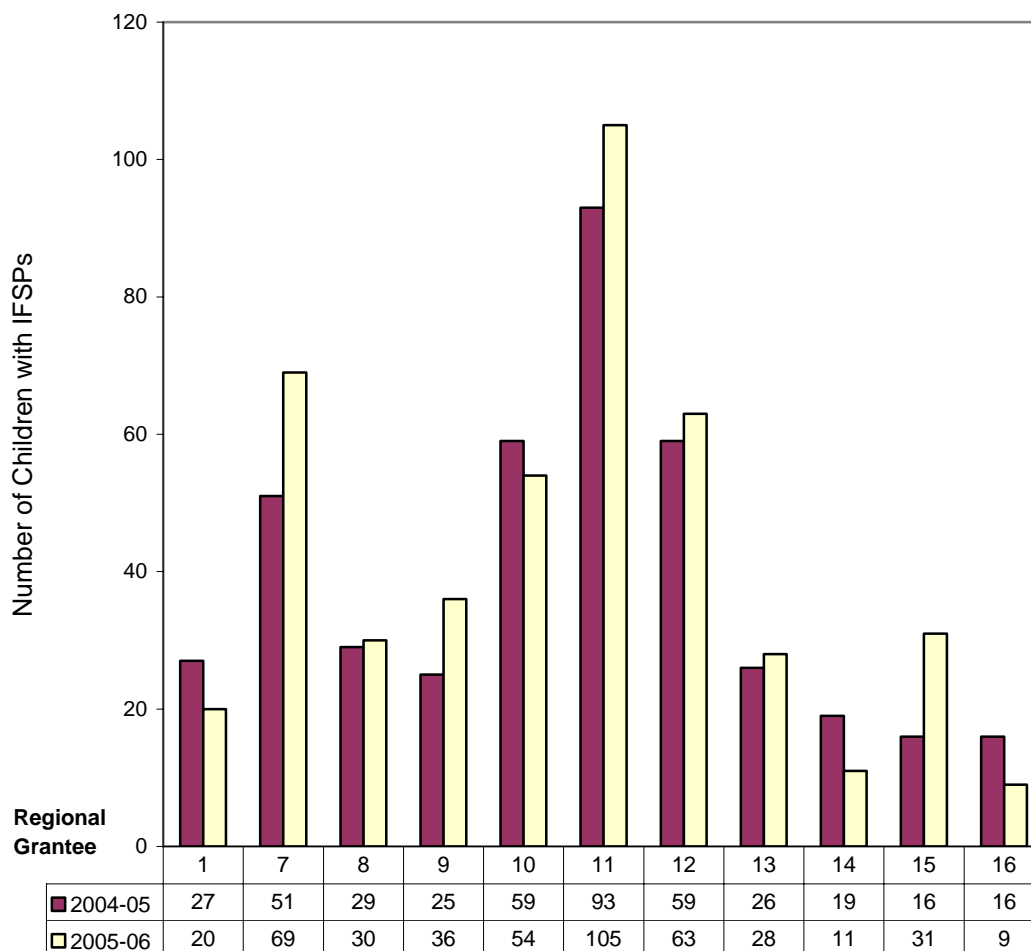
*Figure C5.2. Percent of Infants (Birth to Age One) Provided Part C Services by Regional Grantees from Baseline to First Year of State Performance Plan.*



Source. Iowa Information Management System (IMS), FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

Figure C5.3 provides results for the 11 Regional Grantee's baseline FFY 2004 (2004-2005) and the first year FFY 2005 (2005-2006) data for the number of infants served from birth to one year of age. The data generally show consistent increases for seven of the regions and the number of infants with IFSPs.

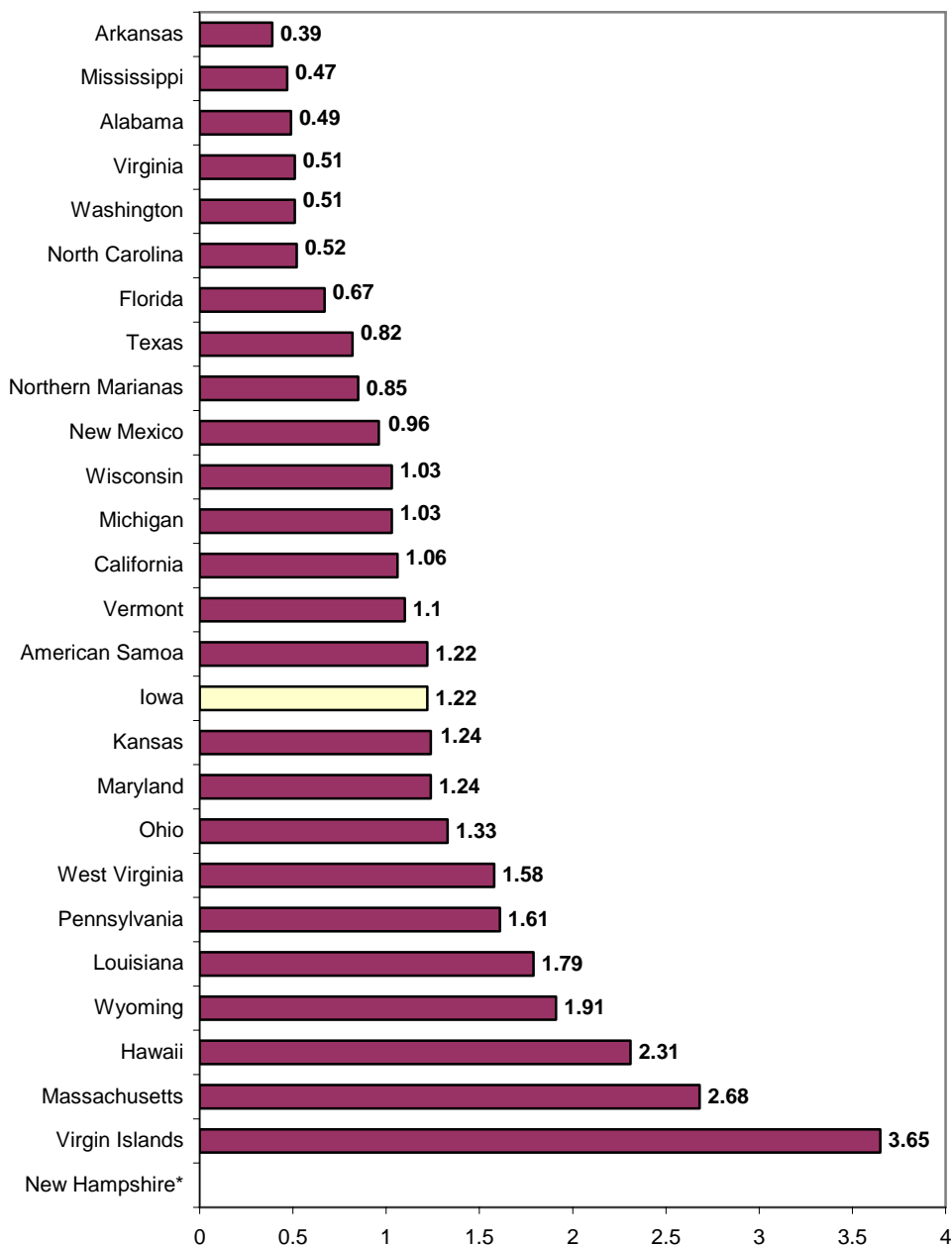
*Figure C5.3. Number of Infants (Birth to Age One) Provided Part C Services by Regional Grantees from Baseline to First Year of State Performance Plan.*



Source. Iowa Information Management System (IMS), FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

**(A) Comparison of Iowa to states with similar (broad) eligibility definitions.** Figure C5.4 illustrates the Part C child count data for Iowa as compared to states with similar eligibility definitions for FFY 2005 (2005-2006). In comparing Iowa to other states with similar broad eligibility categories (Federal category excluding at-risk), Iowa was comparable with the percent noted for other states. Of the twenty-seven states/territories to which Iowa was compared, only ten states/territories exceeded Iowa's percentage of infants birth to one with IFSPs and fourteen states/territories were lower in their percentages. In comparing Iowa to the two other *birth mandate* states (Michigan and Maryland), results indicated Iowa was comparable in the percent of birth to one population with IFSPs.

Figure C5.4. Percent of Iowa Infants (Birth to One) Eligible for Part C Services as Compared to Other States with Similar (Broad) Eligibility Definitions.



Source. U.S. Department of Education. Office of Special Education Programs. Data Analysis System (DANS). Tables 8-6, July 30, 2005 and Tables 8-4, July 17, 2006.

Note: The number of infants receiving early intervention services in Iowa birth to 1 in FFY 2004 (2004-2005) was 420; in FFY 2005 (2005-2006) it was 456.

\*Note: Data was not available for New Hampshire.

**(B) Comparison of Iowa to National data.** The National percent for the population of birth to age one infants who received Part C (Early ACCESS) services was 1.01. The calculated difference between Iowa's percent served (1.22) and the national percent was 0.21. Our target was to maintain .2 difference.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):**

Several improvement activities were implemented to impact meeting the target for this indicator. The Lead Agency and Regional Grantees primarily concentrated efforts on distribution of public awareness materials, referral procedures, and data analysis of referral sources to the Early ACCESS system.

**Verification of data.** Iowa's IMS data system entails data checks at several steps:

**Step 1.** Regional Grantee IMS data entry personnel are trained to review IFSPs for completeness and consistency. If needed, IFSP team members are contacted for specific data or the IFSP is returned for corrections.

**Step 2.** When data are entered into IMS, several types of automatic data quality messages appear on the IMS screens:

- When a new eligible child is entered, the statewide historical database is queried to see if the child may have had an earlier IFSP. A list of near matches, based on name and birth date, is provided so that data personnel can check to see if the new child was previously served. This routine reduces the risk of the same child having two different IMS identification numbers.
- Some data fields are required before data entry can continue. For example, if the resident district code, gender, ethnicity, birth date, or serve status is left blank, a message appears with a prompt and no further data entry is allowed until a valid value is entered.
- For other data fields, a message appears but data entry may continue. For example, if the IT code is left blank, a message advises the operator but data entry continues. These messages are saved and written to a Verification Report (see below).

**Step 3.** A Verification Report, sorted by Regional Grantee, lists data warnings and possible data errors that need to be checked. The report is run in real time so it is continuously updated and available to data entry personnel. The data person reviews the report for his or her respective Regional Grantee, cross checking against the IFSP and following up with Regional Grantee and local IFSP team members as needed. Types of warnings in the report include possible duplicate children, questionable age/IFSP age-eligibility combination, blank Infant/Toddler code, invalid program/service combination, and invalid full-part time code. The Verification Report is monitored by the Lead Agency to ensure that Regional Grantees regularly access and review potential errors during the two critical seasons for data entry (count/setting and exit).

**Step 4.** Lead Agency data personnel periodically review IMS, personnel, and discipline data and contact IMS and Regional Grantee staff with specific accuracy issues above and beyond the Verification Report to rectify any data abnormalities.

Data verification procedures for child count are described in more depth in Indicator 14.

**Analysis of data to identify concerns.** Iowa exceeded the FFY 2005 (2005-2006) state target of 1.1% of birth to one infants receiving early intervention services. The individual Regional Grantee data generally showed child count increased as compared to the baseline as well. While four Regional Grantees experienced slippage in their percents, the actual decrease of child count from baseline to FFY 2005 (2005-2006) varied minimally from four to eight children per region. Six regions exceeded the state target of 1.1% and five of those six improved for child count from the baseline. Seven regions showed overall improvement. All Regional Grantees developed plans for improving or maintaining results of performance of child count. The Lead Agency approved the plans and provided technical assistance in areas as further described in the following subsections.

**Analysis of data to identify concerns-public awareness and referrals.** Iowa's public awareness program relies on 12 categories of referral sources, public awareness materials, a central point of entry for Early ACCESS and the 11 Regional Grantees. Table C5.1 provides the number and percent of referrals the Regional Grantees received from specific referral sources. Eleven categories were used to collect and analyze the data for each region. Regional Grantees tracked and reported referral source data; in FFY 2005 (2005-2006) the most common referral source statewide (32%) and by Regional Grantee was parent and family members (ranged from 14% to 51%). Statewide, the combined health professionals from hospitals, high-risk follow-up programs, Child Health Specialty Clinics, and public and private health agencies accounted for 33% of referrals to the Early ACCESS system in FFY 2005 (2005-2006). (These referral data reflected referrals for children birth to age three, data could not be disaggregated for birth to one.)

Table C5.1.

*Source, Number and Percent of Referrals Received by Regional Grantees.*

Referral Source	Regional Grantees												Total
	1	4	7	8	9	10	11	12	13	14	15	16	
1. Parent/family	142	18	149	88	175	339	479	148	123	14	45	24	1,744
	38%	17%	18%	25%	34%	51%	34%	38%	51%	17%	14%	16%	
2. Public/Private health	44	2	157	41	50	67	63	44	22	9	12	11	522
	12%	2%	19%	11%	10%	10%	5%	11%	9%	11%	4%	7%	
3. Doctor	68	15	127	52	153	79	98	27	26	4	11	5	665
	18%	14%	15%	15%	30%	12%	7%	7%	11%	5%	3%	3%	
4. LEA/AEA	25	24	55	35	13	44	65	42	10	6	26	6	351
	7%	23%	7%	10%	3%	7%	5%	11%	4%	7%	8%	4%	
5. Hospitals/HRIF	10	3	92	43	26	71	545	28	13	23	123	68	1,045
	3%	3%	11%	12%	5%	11%	39%	7%	5%	28%	37%	45%	
6. Other*	0	0	0	0	0	0	0	0	5	1	0	0	6
	0%	0%	0%	0%	0%	0%	0%	0%	2%	1%	0%	0%	
7. Child Health Specialty Clinics	4	9	1	30	27	24	4	41	0	4	77	10	231
	1%	8%	0%	8%	5%	4%	0%	10%	0%	5%	23%	7%	
8. Department of Human Services	15	11	165	18	32	28	76	25	18	7	17	20	432
	4%	10%	20%	5%	6%	4%	5%	6%	7%	9%	5%	13%	
9. Social & Child services	27	10	33	29	28	5	36	21	23	10	18	2	242
	7%	9%	4%	8%	5%	1%	3%	5%	9%	12%	5%	1%	
10. Child Care	9	0	21	13	4	3	16	8	3	0	2	1	80
	2%	0%	3%	4%	1%	0%	1%	2%	1%	0%	1%	1%	
11. Head Start (HS) Early HS	29	3	33	6	4	0	8	6	0	3	0	5	97
	8%	3%	4%	2%	1%	0%	1%	2%	0%	4%	0%	3%	
12. State EHDI	0	11	0	3	0	0	0	1	0	0	0	0	15
	0%	10%	0%	1%	0%	0%	0%	0%	0%	0%	0%	0%	
<b>Regional Total</b>	<b>373</b>	<b>106</b>	<b>833</b>	<b>358</b>	<b>512</b>	<b>660</b>	<b>1390</b>	<b>391</b>	<b>243</b>	<b>81</b>	<b>331</b>	<b>152</b>	<b>5,430</b>

*Source.* Regional Grantee Year End Reports, FFY 2005 (2005-2006).

\*Note: Other category - Out of State Part C

Table C5.2 provides both the referral source and definitions for items 1 through 12 described in Table C5.1.

Table C5.2.

*Early ACCESS Referral Sources and Definitions.*

Referral Source	Definition
1. Parent/family	Parent, family or other persons designated as a parent
2. Public/private health	Includes Title V agencies; Women, Infants and Children (WIC); County Public Health; home health agencies; etc.
3. Physician	Physicians (Pediatric, Family, Sub-specialty or General Practices)
4. LEA/AEA	Local or Area Education Agencies
5. Hospital/HRIF	Hospitals; hospital-based high-risk follow-up programs; Newborn Hearing Screening including referrals from Iowa Early Hearing Detection and Intervention office
6. Other	Other referral sources
7. Child Health Specialty Clinics	Signatory Agency
8. Iowa Department of Human Services	Signatory Agency
9. Social and Child services	Social service and child-serving agencies (e.g. ISU Extension; Lutheran Social Services; HOPES and HOPES-like; Healthy Families; Child Care Resource & Referral; Community Action Programs; programs supported by Community Empowerment Areas, etc.)
10. Child Care	Providers of child care programs (child development homes and licensed child care centers)
11. Head Start and Early Head Start	Head Start programs and Early Head Start programs
12. EHDI: Early Hearing Detection and Intervention	Iowa's newborn hearing screening program

*Source.* Regional Grantee Part C Application Instructions, FFY 2005 (2005-2006).

**Public awareness-Materials.** The Lead Agency provided and the Regional Grantees and Signatory Agencies distributed the majority of Early ACCESS public awareness materials. Regional Grantees prepared an annual public awareness plan that outlined activities to engage parents, service providers, and the general public to learn about early intervention services.

The Lead Agency published two major public awareness materials for statewide distribution. Table C5.3 shows the number and type of public awareness materials distributed. The first material, a developmental wheel, remained very popular among community partners. They reported that families felt the wheel was a helpful resource for understanding child development. (The wheel provides information about early childhood development and appropriate activities for specific age ranges.) Distribution of the public awareness Developmental Wheels remained fairly consistent with the previous year.

The second material, a basic informational brochure about Early ACCESS, was created in 2005 at the request of the Regional Grantees. They provided feedback that they needed a tri-fold brochure that would fit both in a business size envelope and in standard material/resource office display racks. The Parent Committee of the Iowa Council of Early ACCESS (state Interagency Coordinating Council) assisted in the revision of the brochure. Positive feedback was received for the content and format of the brochure after it was distributed. As shown in Table C5.3, the new basic informational brochure was distributed at a rate of four times higher than that of the previous general information brochure distributed in past years.

Table C5.3.

*Number and Type of Public Awareness Materials Distributed.*

Year	English Development Wheels	Spanish Development Wheels	Total Development Wheels	English Brochures	Spanish Brochures	Total Brochures
2004	39,000	11,250	50,250	11,000*	6,400*	17,500*
2005	41,600	8,000	49,960	44,000	10,000	53,000

Source. Lead Agency, Iowa Department of Education, 2006.

Note. \*Previous general information marketing material.

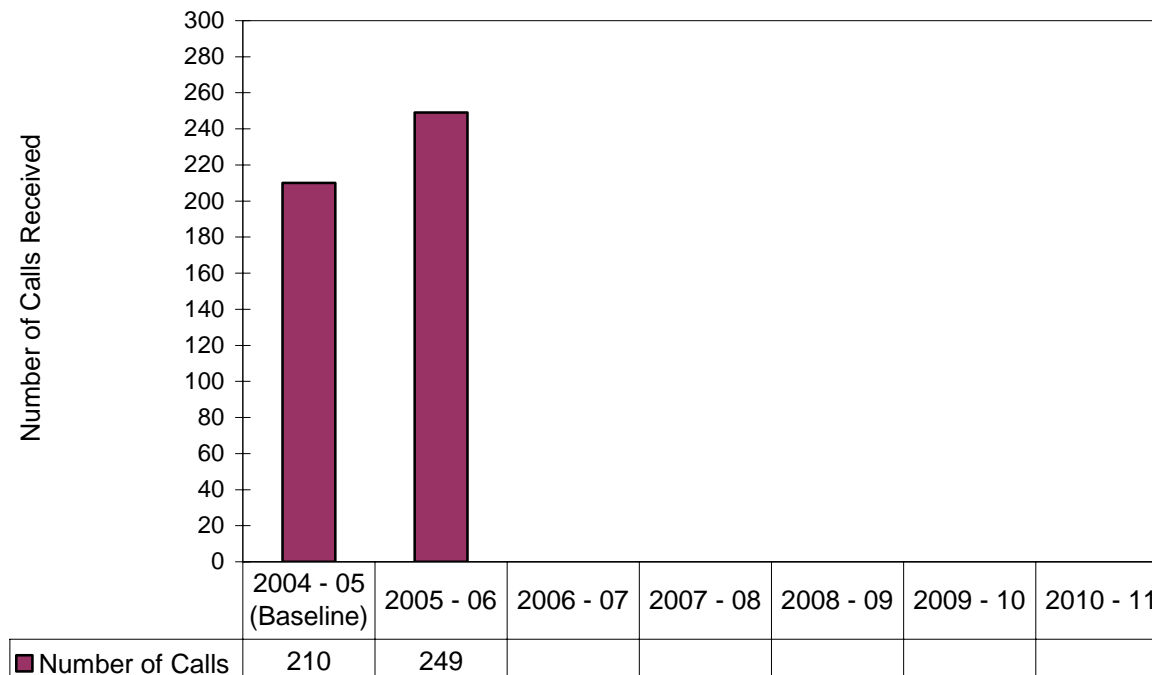
**Public awareness-Statewide conference exhibits.** In FFY 2005 (2005-2006), Early ACCESS state staff exhibited and distributed materials at eight statewide conferences. The primary audiences included: service providers, state agencies staff, and parents of children with disabilities. This activity provided the opportunity to engage a variety of early childhood constituents and service providers and answer their questions about Early ACCESS.

**Public awareness-Central Point of Coordination.** Iowa COMPASS serves as the central point of coordination for the Early ACCESS system. Iowa COMPASS operates both by a toll free number and web site. All statewide and regional public relation materials include the toll free number. Callers are directly patched to the Regional Grantee who provides services in the region of the caller. Data on calls received by Iowa COMPASS are shown in Figure C5.5.

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Figure C5.5. Number of Calls Received by Iowa COMPASS for Referral to Early ACCESS.



Source. Iowa COMPASS Quarterly Reports, FFY 2005 (2005-2006).

**Analysis of policies, procedures and practices.** The Lead Agency focused major efforts toward reviewing policies, procedures and practices for eligibility, evaluation, and assessment of infants and toddlers. The Lead Agency established an in-house work group to research and analyze the challenges associated with meeting the evaluation and initial IFSP meeting 45-day timeline. A statewide workgroup was developed with representation from the Regional Grantee administration, Liaisons, and Service Coordinators. National experts in evaluation and assessment, including NECTAC, were brought in for two meetings. During the first meeting the group explored how other states addressed evaluation and assessment as well as reviewed the legal requirements. This workgroup then developed standards and guidelines for the regions to implement consistent evaluation and assessment procedures for infants and toddlers and families within the 45-day timeline. These guidelines were drafted and will be reviewed statewide by practitioners, administrators and Signatory Agencies during the summer of 2006. The work group will share the proposed standards and guidance document with the Regional Grantee administration (AEA Special Education Directors) the fall of 2006 and begin training in FFY 2006 (2006-2007).

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First, state staff convened all Level III hospitals in the state and gathered information to produce an environmental scan of the relationships between the hospitals and the Early ACCESS Regional Grantees. This scan addressed referral processes, IFSP involvement, region/hospital interaction, and suggestions for system improvements. This scan continues to be used to improve the relationship between the hospitals and the regions in order to facilitate increased referrals through the hospitals.

Second, Collaboration with Iowa's Statewide Perinatal Care Program was expanded, which provides professional training and consultation to regional and primary providers in order to reduce the mortality and morbidity of infants. State staff are continuing work to integrate Early ACCESS into the program.

Third, state staff brought together the administrators of High Risk Infant Follow Up programs across the state to facilitate improved communication and referrals into the Early ACCESS program. Further work is being done to ensure that each program's procedures are complementary. Also, a five-member panel of health professionals presented to the Iowa Council of Early ACCESS (state Interagency Coordinating Council) to improve follow-up of High Risk Infants.

Fourth, Part C partnered with the Iowa Early Hearing Detection and Intervention (EDHI) program to offer a series of trainings. These trainings demonstrated, among a host of other things, how the Part C system and the EDHI system could work together to improve outcomes for children and families.

And fifth, the Assuring Better Child Health and Development (ABCD II)/Healthy Mental Development Initiative was launched to identify and implement policy changes to support the provision of prevention care by Medicaid providers to children birth to 3. Two demonstration sites were utilized for this project and funding was secured in the 2006 legislative session to expand the program and implement best practices and lessons learned to additional sites.

**Ongoing monitoring and enforcement as needed.** In FFY 2005 (2005-2006), The Iowa Council for Early ACCESS selected child find as the priority for Focused Monitoring for the third consecutive year. In the region where the Focused Monitoring pilot site visit occurred (June 2004), the birth to one percentages remained above the first and last (2005 and 2011) State Performance Plan targets. A second Regional Grantee Focus Monitoring site visit occurred in December of 2004 and their child count numbers for 2005 improved for the Birth to one category after the visit (although they did not meet the target) A third Focused Monitoring site visit was conducted in November of 2005. The data from this visit will be reported in the next Annual Performance Report.

**Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2006 (2006-2007):**

There were no revisions of targets, improvement activities, timelines or resources for FFY 2006 (2006-2007). In order to maintain target performance, the Lead Agency will continue to implement strategies outlined in the State Performance Plan.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the State Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administration and liaisons, and the Lead Agency Department of Education staff.

### Monitoring Priority: Effective General Supervision Part C / Child Find

**Indicator 6:** Percent of infants and toddlers birth to 3 with IFSPs compared to:

- A. Other States with similar eligibility definitions; and
- B. National data.

(20 USC 1416(a)(3)(B) and 1442)

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

### Measurement:

- A. Percent = # of infants and toddlers birth to 3 with IFSPs divided by the population of infants and toddlers birth to 3 times 100 compared to the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. Percent = # of infants and toddlers birth to 3 with IFSPs divided by the population of infants and toddlers birth to 3 times 100 compared to National data.

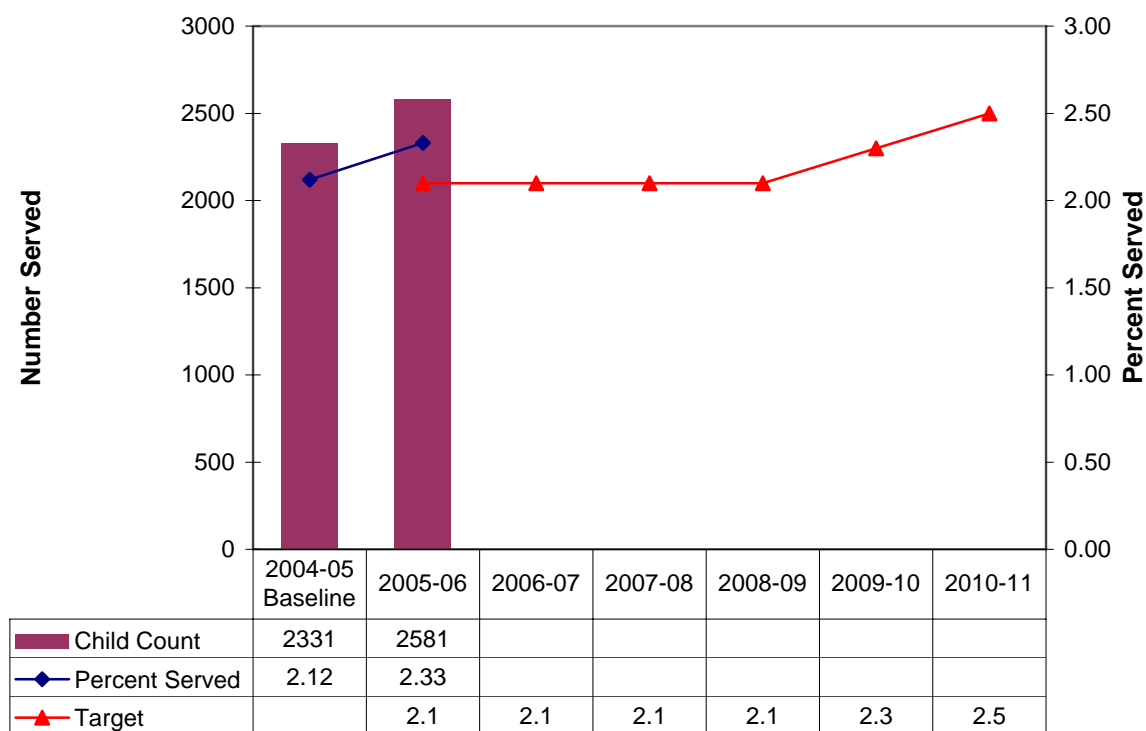
This indicator was considered a performance indicator by OSEP and therefore states were allowed to set their own measurable and rigorous targets. The Lead Agency, with input from stakeholder groups, set annual targets for the six year State Performance Plan to begin at 2.1% and end at a target of 2.5 for the percent of infants and toddlers birth to three with IFSPs.

FFY	Measurable and Rigorous Target
<b>2005 (2005-2006)</b>	Percent of infants and toddlers birth to 3 with IFSPs will maintain at 2.1%, and when compared to: <ul style="list-style-type: none"> <li>A. Other States with similar eligibility definitions will maintain baseline year average data; and</li> <li>B. National data will maintain as -0.12% difference based on baseline year data.</li> </ul>

**Actual Target Data for FFY 2005 (2005-2006):**

In the FFY 2005 (2005-2006), the number and percentage of infants receiving early intervention services consistently increased. Figure C6.1 shows the state target was met for FFY 2005 (2005-2006) for the percentage of children birth to age one receiving Early ACCESS services. First year data results of 2.35% children served indicated the state exceeded the baseline of 2.12% in FFY 2004 (2004-2005) and the target of 2.1% for FFY 2005 (2005-2006). (These data do not include comparison to other states with similar eligibility definitions.)

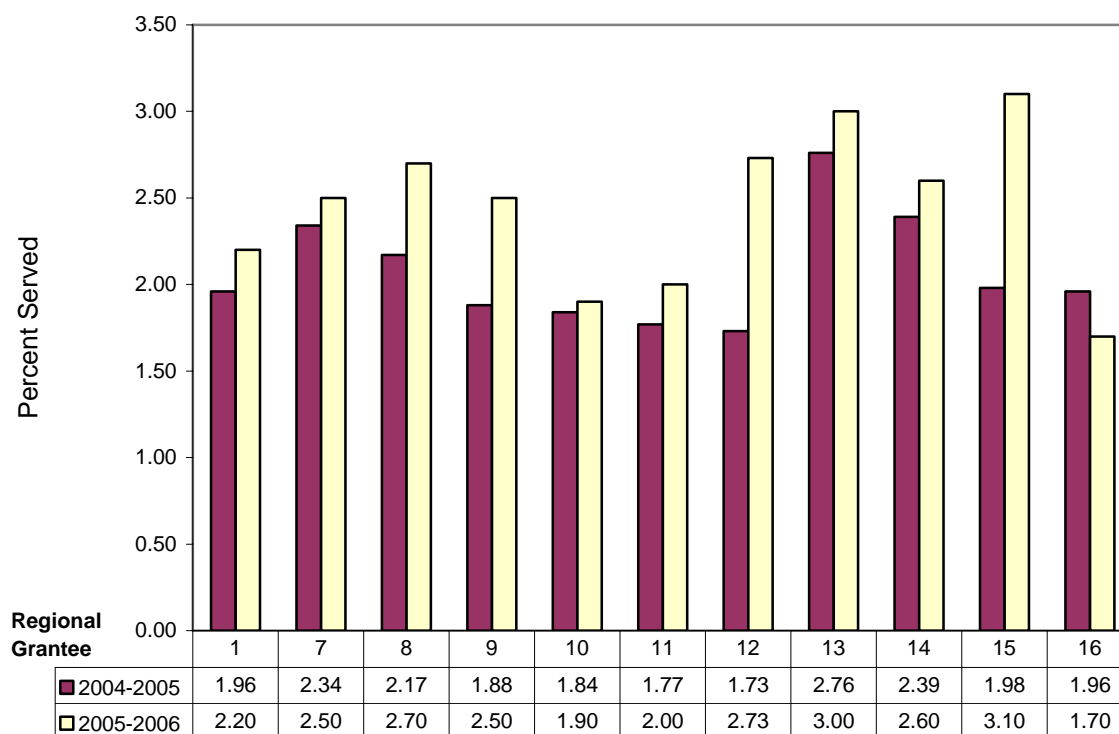
Figure C6.1. Number and Percent of Children Served in Part C Ages Birth to Three.



Source: U.S. Department of Education. Office of Special Education Programs. Data Analysis System (DANS). July 30, 2005.

Figure C6.2 shows results for the 11 Regional Grantees' baseline FFY 2004 (2004-2005) and the first year FFY 2005 (2005-2006) data for the percent of infants served from birth to three years of age. The percentages shown for FFY 2004 (2004-2005) were based on the December 1st Child Count for each year, compared to the birth minus death totals for the previous years. The change from state birth minus death to U.S. Census estimates was analyzed and revealed insignificant differences. Baseline and target data reported for the next year, FFY 2005 (2005-2006), were based on the October 28, 2005 child count for the year and were compared to the 2004 Census estimations. Data generally showed consistent increases for 10 of the regions and the number of infants with IFSPs.

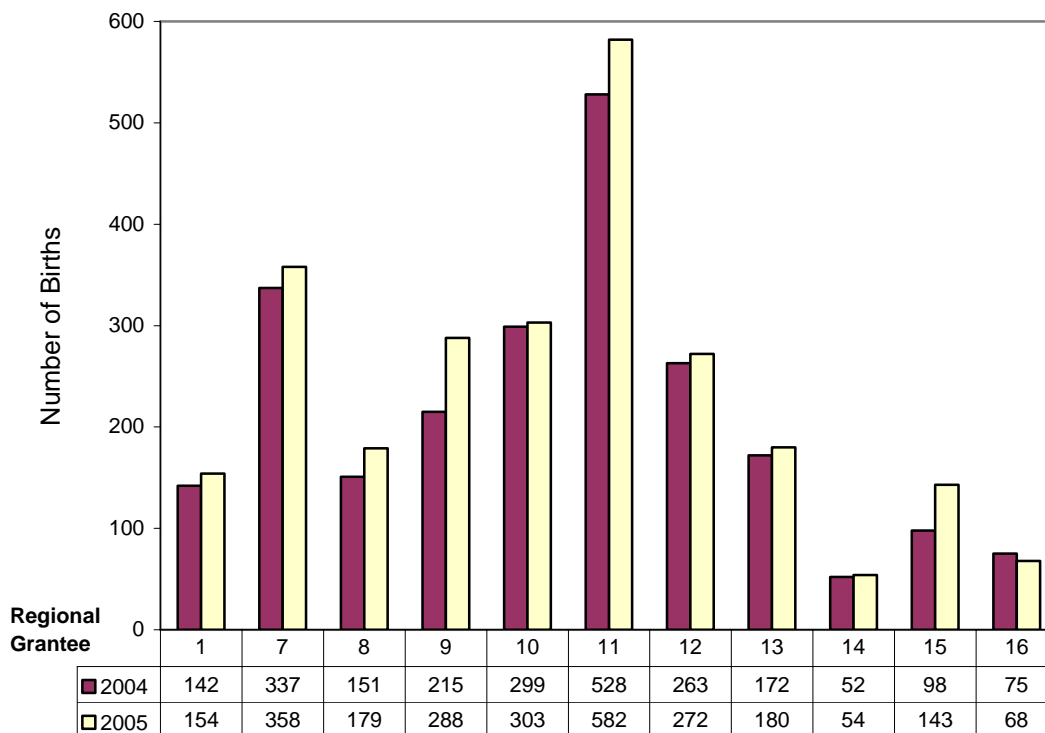
*Figure C6.2. Percent of Infants (Birth to Three) Provided Part C Services by Regional Grantees from Baseline to First Year of State Performance Plan.*



Source. Iowa Information Management System (IMS), FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

Figure C6.3 provides results for the 11 Regional Grantees' baseline FFY 2004 (2004-2005) and the first year FFY 2005 (2005-2006) data for the number of infants served from birth to three years of age. The data generally show consistent increases for 10 of the regions and the number of infants with IFSPs.

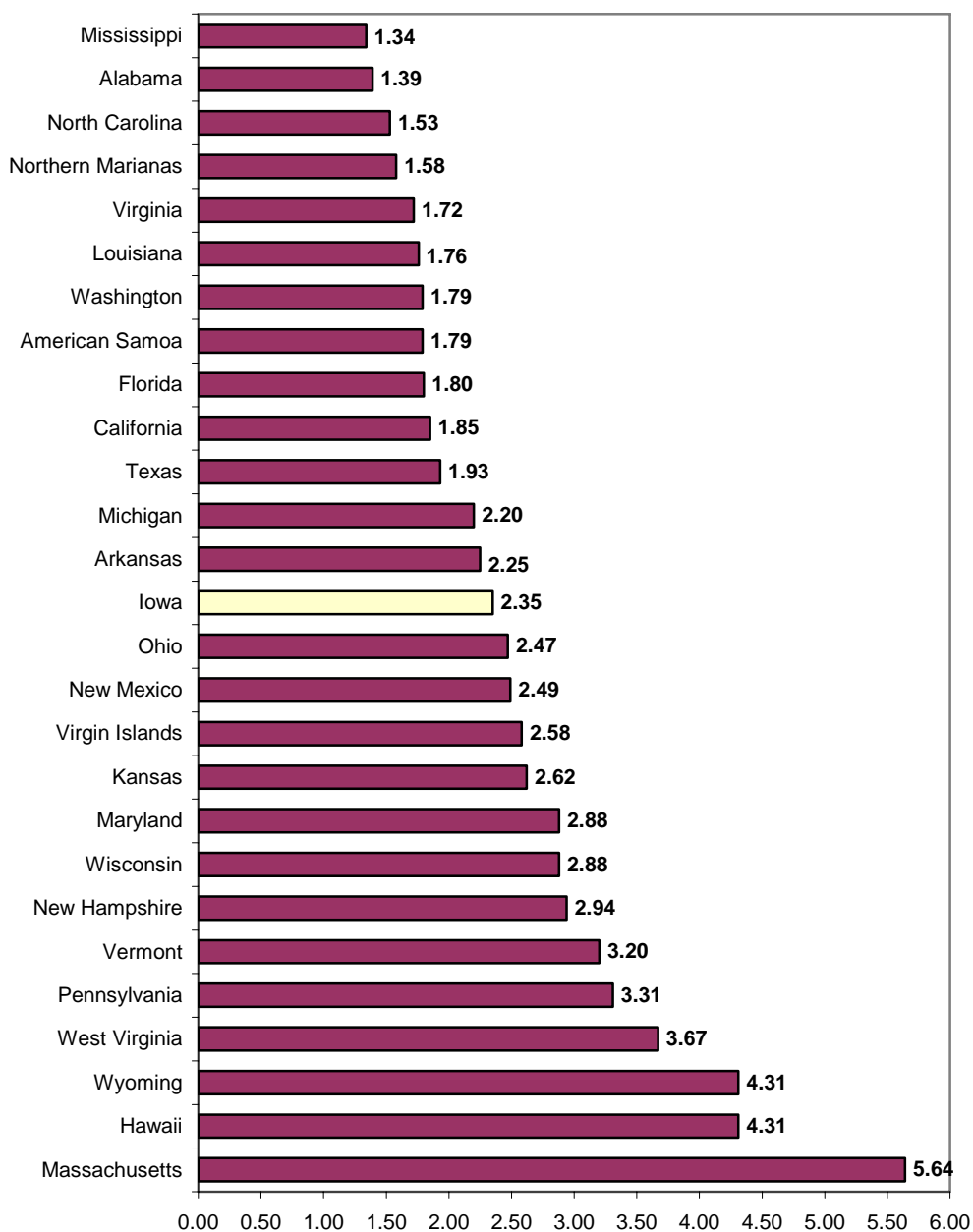
*Figure C6.3. Number of Infants (Birth to Three) Provided Part C Services by Regional Grantees from Baseline to First Year of State Performance Plan.*



Source. Iowa Information Management System (IMS), FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

**(A) Comparison of Iowa to states with similar (broad) eligibility definitions.** Figure C6.4 illustrates the Part C child count data for Iowa as compared to states with similar eligibility definitions for FFY 2005 (2005-2006). In comparing Iowa to other state/territories with similar broad eligibility categories (Federal category excluding at-risk), Iowa was comparable with the percent noted for other states. Of the twenty-seven states/territories to which Iowa was compared, 13 states/territories exceeded Iowa's percentage of infants and toddlers, birth to three with IFSPs; seven states were lower in their percentages. In comparing Iowa to the two other *birth mandate* states (Michigan and Maryland), results indicated Iowa was comparable in the percent of birth to three population with IFSPs.

Figure C6.4. Percent of Iowa Infants (Birth to Three) Eligible for Part C Services as Compared to Other States with Similar (Broad) Eligibility Definitions.



Source. U.S. Department of Education. Office of Special Education Programs. Data Analysis System (DANS). Tables 8-6, July 30, 2005 and Tables 8-4, July 17, 2006.

Note: The number of infants receiving early intervention services in Iowa birth to three in FFY 2004 (2004-2005) was 2331 and in FFY 2005 (2005-2006) was 2581.

**(B) Comparison of Iowa to National data.** The National percent for the population of birth to age three infants and toddlers who received Part C (Early ACCESS) services was 2.40. The calculated difference between Iowa's percent served (2.35) and the national percent was 0.05.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):**

Several improvement activities were implemented to impact meeting the target for this indicator. The Lead Agency and Regional Grantees primarily concentrated efforts on distribution of public awareness materials, referral procedures, and data analysis of referral sources to the Early ACCESS system. (It should be noted that activities were similar for both Part C Indicators 5 and 6.)

**Verification of data.** Iowa's IMS data system entails data checks at several steps:

**Step 1.** Regional Grantee IMS data entry personnel are trained to review IFSPs for completeness and consistency. If needed, IFSP team members are contacted for specific data or the IFSP is returned for corrections.

**Step 2.** When data are entered into IMS, several types of automatic data quality messages appear on the IMS screens:

- When a new eligible child is entered, the statewide historical database is queried to see if the child may have had an earlier IFSP. A list of near matches, based on name and birth date, is provided so that data personnel can check to see if the new child was previously served. This routine reduces the risk of the same child having two different IMS identification numbers.
- Some data fields are required before data entry can continue. For example, if the resident district code, gender, ethnicity, birth date, or serve status is left blank, a message appears with a prompt and no further data entry is allowed until a valid value is entered.
- For other data fields, a message appears but data entry may continue. For example, if the IT code is left blank, a message advises the operator but data entry continues. These messages are saved and written to a Verification Report (see below).

**Step 3.** A Verification Report, sorted by Regional Grantee, lists data warnings and possible data errors that need to be checked. The report is run in real time so it is continuously updated and available to data entry personnel. The data person reviews the report for his or her respective Regional Grantee, cross checking against the IFSP and following up with Regional Grantee and local IFSP team members as needed. Types of warnings in the report include possible duplicate children, questionable age/IFSP age-eligibility combination, blank Infant/Toddler code, invalid program/service combination, and invalid full-part time code. The Verification Report is monitored by the Lead Agency to ensure that Regional Grantees regularly access and review potential errors during the two critical seasons for data entry (count/setting and exit).

**Step 4.** Lead Agency data personnel periodically review IMS, personnel, and discipline data and contact IMS and Regional Grantee staff with specific accuracy issues above and beyond the Verification Report to rectify any data abnormalities.

Data verification procedures for child count are described in more depth in Indicator 14.



**Analysis of data to identify concerns.** Iowa exceeded the FFY 2005 (2005-2006) state target of 2.1% of birth to three infants and toddlers receiving early intervention services. The number of children with IFSPs increased by 250 children from 2331 in FFY 2004 (2004-2005) to 2581 in FFY 2005 (2005-2006). This represented 2.35% of Iowa's population. The data also showed that the percentage of infants and toddlers birth to three with IFSPs increased from FFY 2004 (2004-2005) to FFY 2005 (2005-2006). The numbers represent a 0.23% increase from 2.12% to 2.35%, which exceeded Iowa's target of 2.1%.

The individual Regional Grantee data generally showed child count increased as compared to the baseline as well. Ten of the 11 Regional Grantees showed improvement. The only region to demonstrate slippage in the percent of children served was Regional Grantee 16 with a percentage of 1.70% for FFY 2005 (2005-2006) compared to 1.96% for FFY 2004 (2004-2005). Although the data showed a decrease, this change only represented a decrease of seven children for one of the smallest regions in the state. All Regional Grantees developed plans for improving or maintaining results of performance of child count. The Lead Agency approved the plans and provided technical assistance in areas as further described in the following subsections.

**Analysis of data to identify concerns-public awareness and referrals.** Iowa's public awareness program relies on 12 categories of referral sources, public awareness materials, a central point of entry for Early ACCESS and the 11 Regional Grantees. Table C6.1 provides the number and percent of referrals the Regional Grantees received from specific referral sources. Eleven categories were used to collect and analyze the data for each region. Regional Grantees tracked and reported referral source data; in FFY 2005 (2005-2006) the most common referral source statewide (32%) and by Regional Grantee was parent and family members (ranged from 14% to 51%). Statewide, the combined health professionals from hospitals, high-risk follow-up programs, Child Health Specialty Clinics, and public and private health agencies accounted for 33% of referrals to the Early ACCESS system in FFY 2005 (2005-2006). (These referral data reflected referrals for children birth to age three.)

Table C6.1.

Source, Number and Percent of Referrals Received by Regional Grantee.

Referral Source	Regional Grantees												Total
	1	4	7	8	9	10	11	12	13	14	15	16	
1. Parent/family	142	18	149	88	175	339	479	148	123	14	45	24	1,744
	38%	17%	18%	25%	34%	51%	34%	38%	51%	17%	14%	16%	
2. Public/Private health	44	2	157	41	50	67	63	44	22	9	12	11	522
	12%	2%	19%	11%	10%	10%	5%	11%	9%	11%	4%	7%	
3. Doctor	68	15	127	52	153	79	98	27	26	4	11	5	665
	18%	14%	15%	15%	30%	12%	7%	7%	11%	5%	3%	3%	
4. LEA/AEA	25	24	55	35	13	44	65	42	10	6	26	6	351
	7%	23%	7%	10%	3%	7%	5%	11%	4%	7%	8%	4%	
5. Hospitals/HRIF	10	3	92	43	26	71	545	28	13	23	123	68	1,045
	3%	3%	11%	12%	5%	11%	39%	7%	5%	28%	37%	45%	
6. Other*	0	0	0	0	0	0	0	0	5	1	0	0	6
	0%	0%	0%	0%	0%	0%	0%	0%	2%	1%	0%	0%	
7. Child Health Specialty Clinics	4	9	1	30	27	24	4	41	0	4	77	10	231
	1%	8%	0%	8%	5%	4%	0%	10%	0%	5%	23%	7%	
8. Department of Human Services	15	11	165	18	32	28	76	25	18	7	17	20	432
	4%	10%	20%	5%	6%	4%	5%	6%	7%	9%	5%	13%	
9. Social & Child services	27	10	33	29	28	5	36	21	23	10	18	2	242
	7%	9%	4%	8%	5%	1%	3%	5%	9%	12%	5%	1%	
10. Child Care	9	0	21	13	4	3	16	8	3	0	2	1	80
	2%	0%	3%	4%	1%	0%	1%	2%	1%	0%	1%	1%	
11. Head Start (HS) Early HS	29	3	33	6	4	0	8	6	0	3	0	5	97
	8%	3%	4%	2%	1%	0%	1%	2%	0%	4%	0%	3%	
12. State EHDI	0	11	0	3	0	0	0	1	0	0	0	0	15
	0%	10%	0%	1%	0%	0%	0%	0%	0%	0%	0%	0%	
<b>Total</b>	<b>373</b>	<b>106</b>	<b>833</b>	<b>358</b>	<b>512</b>	<b>660</b>	<b>1390</b>	<b>391</b>	<b>243</b>	<b>81</b>	<b>331</b>	<b>152</b>	<b>5,430</b>

Source: Regional Grantee Year End Reports, FFY 2005 (2005-2006).

Note: \*Other category - Out of State Part C.

The following Table C6.2, provides both the referral source and definitions for items 1 through 12 described in Table C6.1.

Table C6.2.

*Early ACCESS Referral Sources and Definitions.*

Referral Source	Definition
Parent/family Public/private health	Parent, family or other persons designated as a parent Includes Title V agencies; Women, Infants and Children (WIC); County Public Health; home health agencies; etc.
Physician	Physicians (Pediatric, Family, Sub-specialty or General Practices)
LEA/AEA	Local or Area Education Agencies
Hospital/HRIF	Hospitals; hospital-based high-risk follow-up programs; Newborn Hearing Screening including referrals from Iowa Early Hearing Detection and Intervention office
Other	Other referral sources
Child Health Specialty Clinics	Signatory Agency
Iowa Department of Human Services	Signatory Agency
Social and Child services	Social service and child-serving agencies (e.g. ISU Extension; Lutheran Social Services; HOPES and HOPES-like; Healthy Families; Child Care Resource & Referral; Community Action Programs; programs supported by Community Empowerment Areas, etc.)
Child Care	Providers of child care programs (child development homes and licensed child care centers)
Head Start and Early Head Start	Head Start programs and Early Head Start programs
EHDI: Early Hearing Detection and Intervention	Iowa's newborn hearing screening program

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*Source.* Regional Grantee Part C Application Instructions, FFY 2005 (2005-2006).

**Public awareness-Materials.** The Lead Agency provided and the Regional Grantees and Signatory Agencies distributed the majority of Early ACCESS public awareness materials. Regional Grantees prepared an annual public awareness plan that outlined activities to engage parents, service providers, and the general public to learn about early intervention services.

The Lead Agency published two major public awareness materials for statewide distribution. Table C6.3 shows the number and type of public awareness materials distributed. The first material, a developmental wheel, remained very popular among community partners. They reported that families felt the wheel was a helpful resource for understanding child development.

(The wheel provides information about early childhood development and appropriate activities for specific age ranges.) Distribution of the public awareness Developmental Wheels remained fairly consistent with the previous year.

The second material, a basic informational brochure about Early ACCESS, was created in 2005 at the request of the Regional Grantees. They provided feedback that they needed a tri-fold brochure that would fit both in a business size envelope and in standard material/resource office display racks. The Parent Committee of the Iowa Council of Early ACCESS (state interagency Coordinating Council) assisted in the revision of the brochure. Positive feedback was received for the content and format of the brochure after it was distributed. As shown in Table C6.3, the new basic informational brochure was distributed at a rate of four times higher than that of the previous general information brochure distributed in past years.

Table C6.3

*Number and Type of Public Awareness Materials Distributed*

FFY	English Development Wheels	Spanish Development Wheels	Total Development Wheels	English Brochures	Spanish Brochures	Total Brochures
2004	39,000	11,250	50,250	11,000*	6,400*	17,500*
2005	41,600	8,000	49,960	44,000	10,000	53,000

*Source.* Department of Education, 2006.

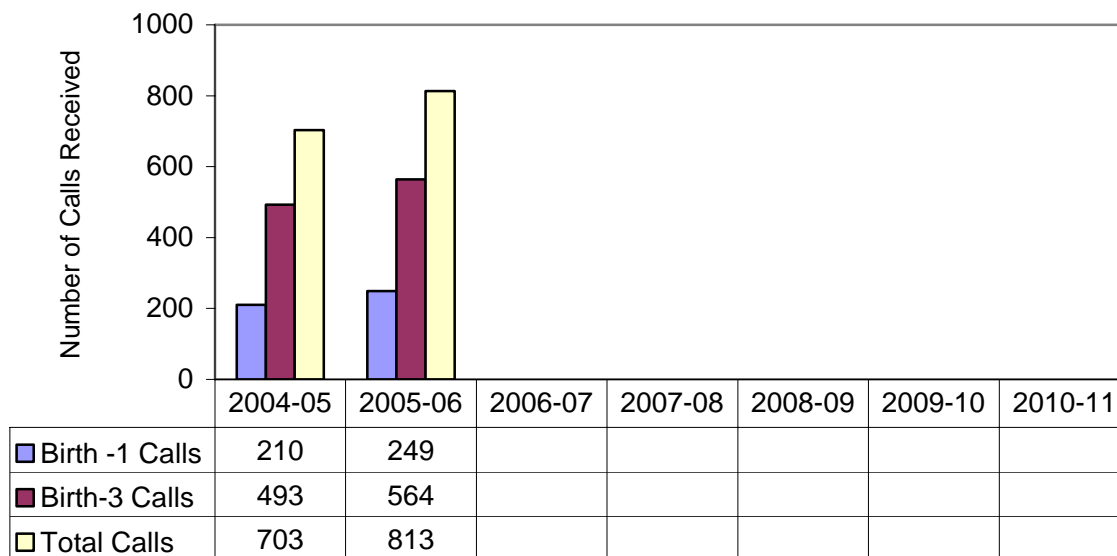
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Iowa COMPASS mails information about Early ACCESS to the parents along with contact information. If the family was interested in having their child evaluated to determine eligibility for early intervention services, Iowa COMPASS referred the family to the local Regional Grantee. Calls regarding the Early ACCESS system continued to increase.

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Regional Grantees. This scan addressed referral processes, IFSP involvement, region/hospital interaction, and suggestions for system improvements. This scan continues to be used to improve the relationship between the hospitals and the regions in order to facilitate increased referrals through the hospitals.

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Fourth, Part C partnered with the Iowa Early Hearing Detection and Intervention (EDHI) program to offer a series of trainings. These trainings demonstrated, among a host of other things, how the Part C system and the EDHI system could work together to improve outcomes for children and families.

And fifth, the Assuring Better Child Health and Development (ABCD II)/Healthy Mental Development Initiative was launched to identify and implement policy changes to support the provision of prevention care by Medicaid providers to children birth to 3. Two demonstration sites were utilized for this project and funding was secured in the 2006 legislative session to expand the program and implement best practices and lessons learned to additional sites.

**Ongoing monitoring and enforcement as needed.** In FFY 2005 (2005-2006), The Iowa Council for Early ACCESS selected child find as the priority for Focused Monitoring for the third consecutive year. In the region where the Focused Monitoring pilot site visit occurred (June 2004), the birth to one percentages remained above the first and last (2005 and 2011) State Performance Plan targets. A second Regional Grantee Focus Monitoring site visit occurred in December of 2004 and their child count numbers for 2005 improved for the Birth to one category after the visit (although they did not meet the target. A third Focused Monitoring site visit was conducted in November of 2005. The data from this visit will be reported in the next Annual Performance Report.

**Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2006 (2006-2007):**

There were no revisions of targets, improvement activities, timelines or resources for FFY 2006 (2006-2007). In order to maintain target performance, the Lead Agency will continue to implement strategies outlined in the State Performance Plan.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the state Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administration and liaisons, and the Lead Agency Department of Education staff.

### Monitoring Priority: Effective General Supervision Part C / Child Find

**Indicator 7:** Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline.

(20 USC 1416(a)(3)(B) and 1442)

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

#### Measurement:

Percent = # of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45-day timeline divided by # of eligible infants and toddlers evaluated and assessed times 100.

Account for untimely evaluations.

OSEP has designated Indicator C7 as a compliance indicator; therefore all states are required to set the target at 100%.

The provision of an evaluation and assessment and an initial IFSP meeting with a 45-day timeline is a compliance indicator and OSEP designated the measurable and rigorous target at 100%. Each annual target of the six year State Performance Plan is set at 100%.

FFY	Measurable and Rigorous Target
<b>2005 (2005-2006)</b>	100% of eligible infants and toddlers with IFSPs were evaluated and assessed, and had an initial IFSP meeting within Part C's 45-day timeline.

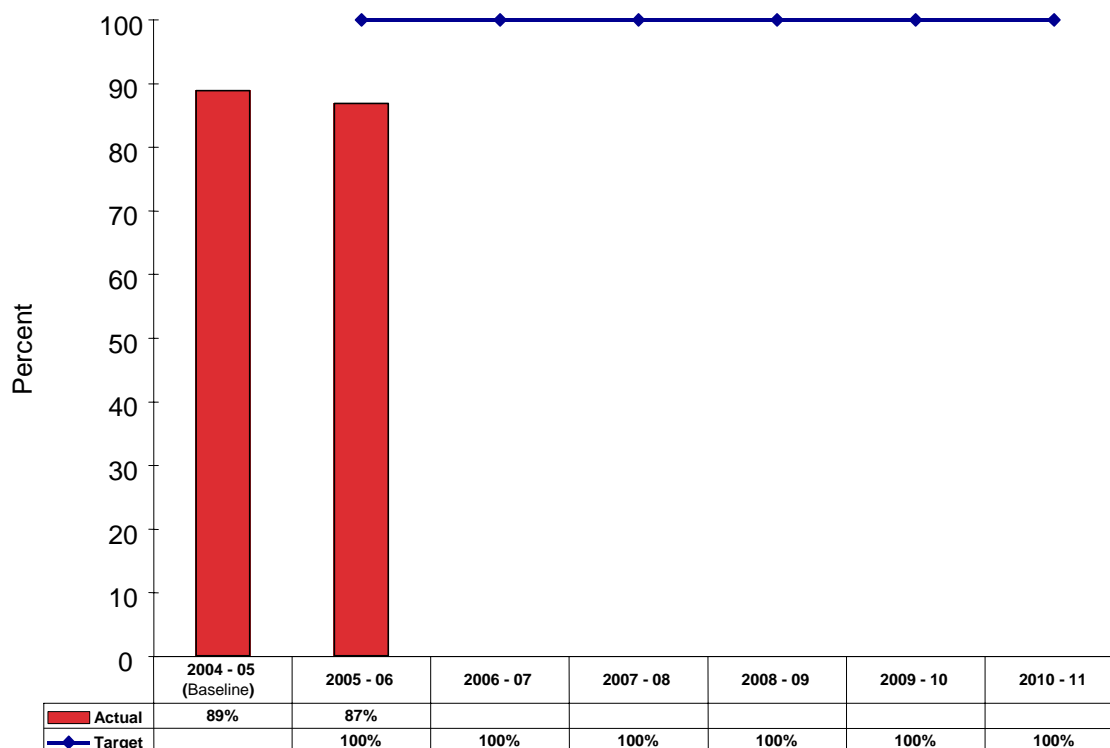
**Actual Target Data for FFY 2005 (2005-2006):**

The Lead Agency used a statewide Self-Assessment monitoring file review process to collect and analyze data for FFY 2005 (2005-2006) on the infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted within the 45-days of the referral date. All Regional Grantees were required to collect self-assessment file review data using Lead Agency random sample parameters and procedures. The sample comprised of 10% (or a minimum of 15 files, whichever was larger) of their total number of eligible children served.

As required by the Office of Special Education Program's letter regarding Iowa's State Performance Plan (submitted December 2, 2005), the number of children who had an exceptional circumstance for not meeting the 45-day timeline were not included in the calculation of target data. Details of those exceptional circumstances are discussed later in *Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006)*.

Figure C7.1 shows the baseline data and first year's target data for the percent and total number of evaluations and IFSP meetings held within/not within the 45-calendar day timeline including those with documented family reason.

Figure C7.1. Percent of Evaluations and IFSP Meetings Completed in 45-Day Timeline.



Source. Regional Grantee Self-Assessment File Review, FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

Table C7.1 shows the Regional Grantee data for the percent and number of evaluations and IFSP meetings held within the 45 calendar day timeline and evaluations and meetings not within 45 days but with a documented family reason.



Table C7.1.

*Percent of Reviewed Files Meeting 45 Calendar Day Timeline for Evaluations and Individualized Family Service Plan (IFSP) Meetings.*

Regional Grantee	Evaluations and IFSP Meetings Within 45 Days	Evaluations and Meetings NOT Within 45 Days with Family Reason Documented	Total
1	87 (13/15)	50 (1/2)	93 (14/15)
7	57 (20/35)	100 (15/15)	100 (35/35)
8	60 (9/15)	100 (6/6)	100 (15/15)
9	38 (11/29)	72 (13/18)	83 (24/29)
10	69 (22/32)	10 (1/10)	72 (23/32)
11	45 (25/55)	43 (13/30)	69 (38/55)
12	83 (25/30)	100 (5/5)	100 (30/30)
13	73 (11/15)	75 (3/4)	93 (14/15)
14	47 (7/15)	63 (5/8)	80 (12/15)
15	75 (12/16)	100 (4/4)	100 (16/16)
16	87 (13/15)	100 (2/2)	100 (15/15)
State	62 (168/272)	65 (68/104)	87 (236/272)

Source. Regional Grantee Self-Assessment File Review, FFY 2005 (2005-2006).

#### **Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):**

Results indicated a decrease of two percent of the State's overall status in meeting the 45-day timeline for completing evaluations and holding the initial IFSP meeting, resulting in slippage from the previous year. Of the files reviewed, 62 percent (168/272) of evaluations were completed within 45 days of the initial referral. Of the 104 evaluations that were not completed within 45 days, 68 of 104 were due to exceptional circumstances including child and family reasons. Adding these evaluation figures (168 + 68), the state met 87% (236/272) of evaluations within the 45-day timeline.

The Lead Agency engaged in multiple activities to improve achievement for this target. Improvement strategies to verify data, analyze data, provide ongoing monitoring and enforcement, and develop new guidelines and procedures are described in detail in the following subheadings.

**Verification of data.** Timely evaluation and assessment of child and family needs were monitored by the Lead Agency using an annual statewide IFSP Self-Assessment file review process. Evaluation and assessment data were collected and reported by Regional Grantees to

the Lead Agency. Due to concerns about accuracy of data submitted for the baseline Self-Assessment file review process data collection specific to exceptional circumstances, the Lead Agency revised the Self-Assessment tool monitoring process with all Regional Grantees. During the spring of 2006, each Regional Grantee used the revised Self-Assessment tool to conduct IFSP file reviews on a random sample. In addition, training was provided to the Regional Grantees regarding completion of the file review process. This work provided consistent interpretation and thus data that reflected actual practice.

**Analysis of data to identify concerns.** The Lead Agency analyzed data to understand reasons for the statewide slippage from 89% to 87% and not meeting the 100% target. Of the files of 272 children reviewed statewide in FFY 2005 (2005-2006), 36 files did not demonstrate compliance (14%). Six of the 11 Regional Grantees did not meet the 100% target. This was considered systemic non-compliance so data were reviewed by Regional Grantees to determine regional technical assistance needs.

As noted previously, baseline data for FFY 2004 (2004-2005) showed that none of the 12 Regional Grantees achieved 100% compliance on this indicator; however 100% of the corrective activities for all Regional Grantees were completed within one year. Results of FFY 2005 (2005-2006) data indicated that five out of 11 Regional Grantees achieved 100% compliance (actually there were six Regional Grantees with 100% compliance, but two merged and their data were combined). In addition, two Regional Grantees improved (67% to 72%; 77 to 93%) while three Regional Grantees remained the same (80%, 83%, and 93%).

One Regional Grantee regressed from 85% to 69%. This Regional Grantee had a high number of undocumented reasons for not meeting the 45-day timeline. A Focused Monitoring site visit regarding early identification was scheduled and completed with this Regional Grantee for FFY 2005 (2005-2006) during the time target data were collected. Although the Regional Grantee's non-compliance at that time was not specifically the 45-day requirement, the Regional Grantee developed a plan that was approved by the Lead Agency and addressed related concerns through training to all staff, realigning service coordinator assignments, and identifying barriers to completing specific 45-day timelines compliance concerns. Further data analysis showed this Regional Grantee had several counties that have been the fastest growing counties in the state for over five years. The Regional Grantee currently serves close to 25% of the infants/toddlers in the state, which affected the target data for the state as a whole and significantly increased the number of files reviewed in their region.

**Analysis of policies, procedures and practices.** The Lead Agency established an in-house work group to research and analyze the problem of Region Grantees not meeting the 45-day evaluation and IFSP meeting requirement. A statewide work group was convened to study service providers' challenges in meeting the 45-day timeline requirement. National experts in evaluation and assessment were brought in for two meetings. The representatives came from the national early childhood field and National Early Childhood Technical Assistance Center (NECTAC). During the first meeting the work group explored how other states addressed evaluation and assessment.

In addition, the IDEA 2004 law and legal requirements were reviewed as well as other state models. This workgroup was expanded to incorporate representatives from the Regions as the group developed guidelines for the Regions to address evaluation and assessment of infants and toddlers within 45-day timelines. The guidelines were drafted and are currently being reviewed statewide by practitioners, administrators and Signatory Agencies during the summer of 2006. The work group will share the proposed process with the Regional Grantee administration in the fall of 2006 and begin training in FFY 2006 (2006-2007).

**Technical Assistance.** Technical assistance developed by the Lead Agency and provided to the Regional Grantees focused on the importance of evaluation and assessment of

infants and toddlers and an initial IFSP meeting within the 45-day timelines, the awareness of all regions needing to meet the target of 100%, the need for clear documentation on the IFSP when the referral was received and when the IFSP was written, and understanding revisions made to the Self-Assessment file review tool. The technical assistance provided was noted to have a major impact on the regions meeting the 100% target with the necessary documentation to substantiate the data reported.

In addition, the Lead Agency continued to support a Comprehensive System of Professional Development. In FFY 2005 (2005-2006) a *Service Coordination Competency Training*, which included five modules of competency based training, was developed. The service coordination training modules were based on Federal Statute and Regulations, research, and best practice and focused on one of the five identified competencies required to be an effective service coordinator. Modules 1 through 5 were developed and successfully piloted to target new and inexperienced service coordinators. The modules incorporated state policies, procedures and best practices regarding referrals, evaluation and assessment of infants and toddlers within 45-day timelines, and IFSP provisions.

All Signatory Agencies in the Early ACCESS system participated in the ongoing staff development activities for providers of early intervention services. Training was delivered statewide for all modules and approved trainers were trained (Train the Trainer sessions) for all but two of the modules. This training program was augmented by various in-services, workshops and conferences where providers learned about innovative practices. The *Service Coordination Competency Training Program* was been infused in pre-service/licensure activities at community colleges and universities. This training was developed to assure that service coordinators have the core competencies needed to provide high quality services to families. The Lead Agency will continue to review results of parent survey data and monitoring results of compliance to study the effect of the competency based training modules

**Ongoing monitoring and enforcement as needed.** Four Regional Grantees received compliance citations for FFY 2005 (2005-2006) for not completing the evaluation and IFSP in the 45-day timeline. Corrective Action Plans were written by the Regional Grantees and reviewed/approved by the Lead Agency. These plans consisted of corrective activities to be completed within the one-year time frame. Lead Agency staff will monitor and provide technical assistance to facilitate timely correction of noncompliance. The regions that were cited for noncompliance and met corrective actions within one year will be updated in the next annual report.

**Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2006 (2006-2007):**

The Lead Agency is aware of the slippage of meeting the indicator target. In reviewing this APR indicator with stakeholder groups, it was acknowledged that much of the FFY 2005 (2005-2006) work was focused on establishing a foundation of correct policy and procedures for implementation of the 45-day timeline requirement. The Lead Agency expects the technical assistance provided to Regional Grantees for implementation during FFY 2006 (2006-2007) will impact future indicator results. Therefore, there were no revisions of targets, improvement activities, timelines or resources for FFY 2006 (2006-2007). The Lead Agency will continue to implement strategies outlined in the State Performance Plan.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the state Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administration and liaisons, and the Lead Agency Department of Education staff.

### Monitoring Priority: Effective General Supervision Part C / Effective Transition

**Indicator 8:** Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including:

- A. IFSPs with transition steps and services;
- B. Notification to Local Education Agency (LEA), if child potentially eligible for Part B; and
- C. Transition conference, if child potentially eligible for Part B.

(20 USC 1416(a)(3)(B) and 1442)

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

#### Measurement:

- A. Percent = # of children exiting Part C who have an IFSP with transition steps and services divided by # of children exiting Part C times 100.
- B. Percent = # of children exiting Part C and potentially eligible for Part B where notification to the LEA occurred divided by the # of children exiting Part C who were potentially eligible for Part B times 100.
- C. Percent = # of children exiting Part C and potentially eligible for Part B where the transition conference occurred divided by the # of children exiting Part C who were potentially eligible for Part B times 100.

The provision of timely transition planning is a compliance indicator. Therefore, this measurable and rigorous target was set at 100%, by OSEP, since it is considered a compliance indicator important for all children to attain or receive benefit. Each annual target of the six year State Performance Plan is set at 100%.

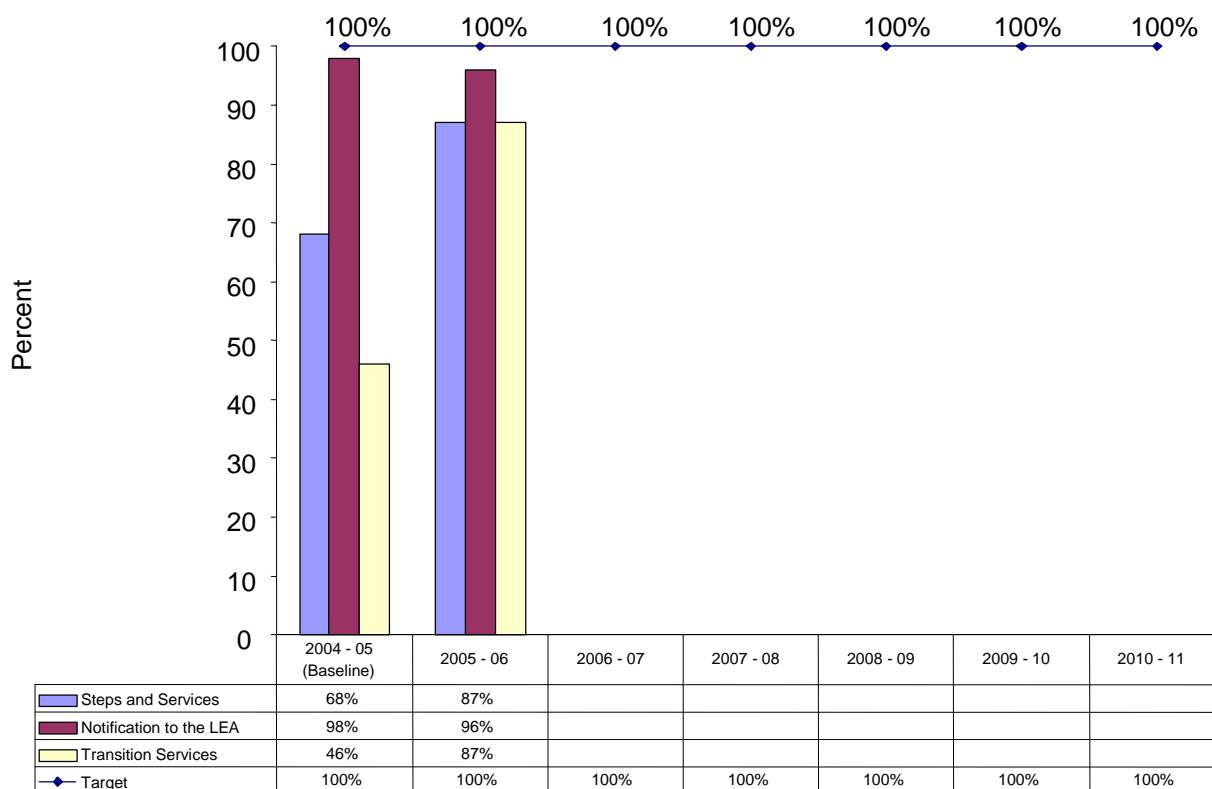
FFY	Measurable and Rigorous Target
<b>2005</b> <b>(2005-2006)</b>	100% of children exiting Part C received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday, including (A) IFSPs with transition steps and services; (B) Notification to the LEA if the child is potentially eligible for Part B; and (C) Transition conference if the child is potentially eligible for Part B.

**Actual Target Data for FFY 2005 (2005-2006):**

As required from the Office of Special Education Program's letter in response to Iowa's State Performance Plan (submitted 12-2-05), Iowa has addressed and ensures timely transition planning to support the child's transition from Part C services to Part B and/or other services by a child's third birthday, including an Individualized Family Service Plan (IFSP) with transition steps and services, notification to the LEA and transition conference as mandated in statute (IAC 281-120.57-120.60). (Further information is provided in the Improvement Activities section of this indicator in response to the OSEP letter and "required actions.")

Figure C8.1. shows the Lead Agency's baseline and first year of data for effective transition. Although the target of 100% was not met, results indicated State improvement of transition planning for two subcomponents: (A) including steps and services met 87% and (C) having a transition conference 90 days prior to the child's third birthday met 87%. The third subcomponent (B) notification to the LEA slightly decreased and met 96%.

Figure C8.1. Lead Agency Percent (Number/Total Number Files Reviewed) of File Reviews Meeting (A), Steps and Services, (B) Notification to the LEA, and (C) Timely Transition Conferences.



Source. Part C Regional Monitoring Data - File Review, FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

Results shown in Table C8.1 indicate the Regional Grantees and Lead Agency (State) number and percentage of (A) IFSPs with transition steps and services, (B) notification to the LEA, and (C) timely transition conference. Nine Regional Grantees did not meet the target regarding appropriate documentation of IFSP transition steps and services; eight Regional Grantees did not achieve the target for meeting transition conference timelines; and two Regional Grantees did not meet notification to the LEA.

Table C8.1.

Percent (Number/Total Number) of File Reviews Meeting (A), Steps and Services, (B) Notification to the LEA, and (C) Timely Transition Conferences by Regional Grantee and State.

Regional Grantee and State Totals											
1	7	8	9	10	11	12	13	14	15	16	State
(A) IFSP Transition Steps and Services											
94 (36/34)	100 (60/60)	98 (52/51)	91 (46/42)	65 (60/39)	82 (94/77)	90 (70/63)	96 (54/52)	100 (28/28)	64 (50/32)	93 (46/43)	87 (596/521)
(B) Notification to AEA (LEA)											
100 (15/15)	100 (15/15)	100 (15/15)	100 (15/15)	73 (15/11)	100 (24/24)	100 (26/26)	100 (15/15)	100 (12/12)	80 (15/12)	100 (15/15)	96 (182/175)
(C) Timely Transition Conference											
100 (18/18)	100 (30/30)	100 (26/26)	78 (23/18)	73 (30/22)	85 (47/40)	80 (35/28)	93 (27/25)	100 (14/14)	68 (25/17)	91 (23/21)	87 (298/259)

Source. Regional Grantee Self-Assessment File Review, FFY 2005 (2005-2006).

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):**

As required from the Office of Special Education Programs letter in response to Iowa's State Performance Plan (submitted 12-2-05), Iowa has addressed and ensures timely transition planning to support the child's transition from Part C services to Part B and/or other services by the child's third birthday, including an Individualized Family Service Plan (IFSP) with transition steps and services, notification to the LEA, and a transition conference as mandated in statute (IAC 281-120.57-120.60).

Timely transitions were monitored as part of Iowa's Early ACCESS Monitoring System. The definition of each identified timely transition component included:

- A. An IFSP with transition steps and services documented to ensure effective transition and meet needs of the child from Part C to Part B services;
- B. Notification to the LEA that occurred prior to the meeting with documentation recorded at the transition conference; and
- C. A transition conference, the occurrence of transition planning meetings at least 90 days prior to the third birthday of a child potentially eligible for Part B services.

Required actions specified in the OSEP letter for noncompliance were addressed for effective transition (A), Steps and Services and (C) Timely Transition Conferences by the following activities:

- Developed a model policy for AEAs/Regional Grantees integrating transition requirements for Part C and Part B to align with IDEA 2004;
- Developed Implementation Guidance addressing transition requirements for Part C; and
- Revised transition elements included in the Service Coordination Competency Based Training Modules targeting beginning Service Coordinators;

*Other* required actions specified in the OSEP letter regarding (B) Notification to the LEA, the Lead Agency reviewed IDEA 04 requirements to determine alignment with the Self-Assessment monitoring tool. As a result, the Lead Agency determined that the Self-Assessment questions did not match the law; therefore the Self-Assessment tool process and procedures were revised. The Lead Agency included the OSEP required data and calculations as reported in the prior Actual Target Data section of this report.

*Other* required actions specified in the OSEP letter regarding C) Timely Transition Conferences, the Lead Agency included the OSEP required data and calculations as reported in the prior Actual Target Data section of this report. The State addressed the concern for IFSP documentation to include delays that were attributable to exceptional family circumstance. The revised Self-Assessment file review procedures provided the Lead Agency the data collection tool necessary to obtain the additional information regarding the reasons for delay. Of the 39 cases reported, 19 were due to scheduling issues such as difficulty finding a common meeting date for all relevant team members. Regional Grantees reported 20 cases were due to unknown reasons. Of these 20 cases that did not meet the transition conference timelines, 19 children had a transition conference and were determined not eligible for Part B. Parent reasons as well as referrals of children who were two years nine months of age or older were excluded from the data set. Two Regional Grantees were cited due to noncompliance and a Corrective Action Plan was submitted to correct noncompliance within one year.

In its effort to correct noncompliance, the Lead Agency engaged in multiple linked approaches to make significant progress in improving results for this indicator. Strategies to verify and analyze data, revise procedures, policies and implementation practices, provide professional development and technical assistance, and provide ongoing monitoring and enforcement are described in detail below.

**Verification of data.** Primary progress for improving indicator results was attributed to the revision of the monitoring Self-Assessment tool, the file review process and the implementation of systematic improvement activities. Due to concerns about the clarity and understanding of the Self-Assessment tool, the Lead Agency revised the tool and the file review process and provided implementation training to all Regional Grantees (AEAs). To improve the sampling file review process, each region randomly selected 10% or a minimum of 15 active IFSP and IEP files from children who had turned age 3 during the past year. Samples were taken from IFSP and IEP files of children exiting Part C and children eligible for Part B. This work provided consistent interpretation and thus data that reflected actual practice.

**Analysis of data to identify concerns.** As shown in Figure C8.1, the Lead Agency made significant progress for this indicator compared to the baseline data reported in Iowa's State Performance Plan. Although the target of 100% was not met, results indicated improvement of transition planning for two subcomponents: (A) including steps and services increased from 68% to 87% (increase of 19%) and (C) having a transition conference 90 days prior to the child's third birthday increased from 46% to 87% (increase of 41%). The third subcomponent (B) notification to the LEA slightly decreased from 98% to 96% (decrease of 2%). Regional Grantees were cited for noncompliance (see Ongoing Monitoring improvement activity) and received technical assistance guidance for providers. Concerns remained for implementation of procedures for IFSP documentation and holding the transition conference meeting.

As discussed previously the Lead Agency acknowledges unknown documentation for reason of delay and has revised the Self-Assessment file review questions. Regional Grantees that were noncompliant for (C) Transition Planning Conference participated in the transition work group and provided assistance with the development of policies, and implementation guidance.

**Analysis of policies, procedures, and practices.** As a result of the revisions of the Self-Assessment file review process, it became apparent that the Lead Agency had given inadequate guidance regarding transition in the areas of documenting steps and services to support the child and family, appropriate timelines for a transition planning conference, and notification to the Area Education Agency (AEA), Iowa's LEAs, that the child may be potentially eligible for Part B services. The Lead Agency had not provided adequate implementation guidance, policy guidance to assist the Regional Grantees in developing appropriate procedures to address transition, and training regarding the transition requirements.

In March 2006 the Lead Agency staff shared the transition data and analysis with the Regional Grantee administration (AEA Director's of Special Education) and Regional Liaisons. In June, the State held a meeting with Regional Grantees/AEA staff to discuss data from Iowa's State Performance Plan. These groups affirmed the Lead Agency's analysis of the data and supported the strategy to address the issues using a statewide transition workgroup.

The transition workgroup included representation from Regional Grantees, AEAs, LEAs and parents. The workgroup reviewed federal, state, and regional policies and procedures and identified primary implementation challenges. The workgroup completed the following tasks:

- Developed a model policy for AEAs/Regional Grantees integrating transition requirements for Part C and Part B to align with IDEA 2004;
- Developed Implementation Guidance addressing transition requirements for Part C; and
- Revised transition elements included in the Service Coordination Competency Based Training Modules targeting beginning Service Coordinators;



The Lead Agency staff reviewed the recommendations for the revised State transition policies and procedures from the transition workgroup. Prior to adoption of the recommendations, the Lead Agency sought public input from stakeholders instrumental in implementing Early ACCESS services. Specifically, the state conducted meetings with the Regional Grantee administrators (Director's of Special Education) and Liaisons, AEA Early Childhood Special Education staff, Iowa Council for Early ACCESS, and the Iowa Special Education Advisory Panel. Once the transition policy was finalized and approved, it was submitted to OSEP, November 23, 2005, with the Part C Application. In addition, the Lead Agency distributed model policies to all Regional Grantees/AEAs in August of 2006, for consistency of implementation. These policies were adopted by all Regional Grantees; approved by and are on file with the Lead Agency.

**Technical Assistance.** Module III of the Early ACCESS Service Coordinator Competency-Based Training Program was revised to include updated information about transition requirements and practices. The training program is described in detail in Indicator C1.

The Lead Agency continued addressing effective transition in FFY 2006 (2006-2007). The Lead Agency engaged the services of the North Central Regional Resource Center (RRC) to assist with the development of statewide training regarding transition procedures. The Lead Agency has provided training content regarding implementation guidance, transition policies and procedures including use of the IFSP Transition Planning Meeting Work Page, written prior notice, consent, and other systemic components. The Lead Agency is working with the RRC to develop web-based training for service coordinators, IFSP, and IEP teams. It is anticipated the online training will be initiated the Spring of 2007.

The Lead Agency continued activities to support effective transition through December 2006. The Part C and Part B Implementation Guidance and State transition procedures to Regional Grantees/AEAs developed by the transition workgroup were distributed in December of 2006. These documents delineated the responsibilities of the Lead Agency, Regional Grantees, AEAs, districts, IEP teams and parents in providing a smooth transition into Part B services thus clarifying appropriate practices. In addition, the transition workgroup released an IFSP Transition Planning Meeting Work Page to support adequate documentation of steps and services as well as documentation of a transition planning meeting at least 90 days before the child's third birthday.

**Ongoing monitoring and enforcement as needed.** In FFY 2005 (2005-2006), the Lead Agency monitored timely transition with all Regional Grantees. Each region randomly selected 10% of the active IFSP files or a minimum of 15 (N= 298). Samples were taken from IFSP and Individualized Education Program (IEP) files of children exiting Part C and children eligible for Part B. The spring 2005 Self-Assessment file review questions were revised to more accurately reflect Individuals with Disabilities Education Improvement Act of 2004 (IDEA). A different set of Self-Assessment file review questions was created for children exiting Part C and not eligible for Part B and for children exiting Part C and potentially eligible for Part B special education services. A total of 298 files were reviewed however, duplicate questions appeared in the Part C and Part B transition file reviews and in some instances yielded a sample greater than 298 for measurements (A), (B), and (C). This process yielded significantly greater numbers of file reviews using this valid file review process.

Notification to the AEA (Iowa's LEAs) if a child is potentially eligible for Part B special education services occurs prior to the transition planning conference and participation in the meeting is recorded on the IFSP. The Lead Agency monitored notification through the revised file review procedures. Each region randomly selected 10% of active IFSP files or a minimum of 15 (N= 182).

Nine Regional Grantees were cited due to noncompliance regarding subcomponent A, appropriate documentation of IFSP transition steps and services. Two Regional Grantees were cited due to noncompliance regarding subcomponent B, notification to the LEA. Eight Regional Grantees were cited for noncompliance due to subcomponent C, meeting transition conference timelines. The Lead Agency cited Regional Grantees within 30 days.

These Regional Grantees submitted a Corrective Action Plan to correct noncompliance within one year. The Corrective Action Plan was approved by the Lead Agency. All Regional Grantees corrected noncompliance as soon as possible but in no case later than one year from the time of citation to correction.

**Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2006 (2006-2007):**

In reviewing this APR indicator with stakeholder groups, it was acknowledged that much of the FFY 2005 (2005-2006) work was focused on establishing a foundation of correct policy and procedures for implementation of effective transition. The Lead Agency expects the technical assistance provided to Regional Grantees for implementation during FFY 2006 (2006-2007) will impact future indicator results. Therefore, there were no revisions of targets, improvement activities, timelines or resources for FFY 2006 (2006-2007). The Lead Agency will continue to implement strategies outlined in the State Performance Plan.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the state Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administration and liaisons, and the Lead Agency Department of Education staff.

### Monitoring Priority: Effective General Supervision Part C / General Supervision

**Indicator 9:** General supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects noncompliance as soon as possible but in no case later than one year from identification.

(20 U.S.C. 1416(a)(3)(B) and 1442)

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

#### Measurement:

Percent of noncompliance corrected within one year of identification:

- a. # of findings of noncompliance
- b. # of corrections completed as soon as possible but in no case later than one year from identification.

Percent = [(b) divided by (a)] times 100.

For any noncompliance not corrected within one year of identification, describe what actions, including technical assistance and/or enforcement that the State has taken.

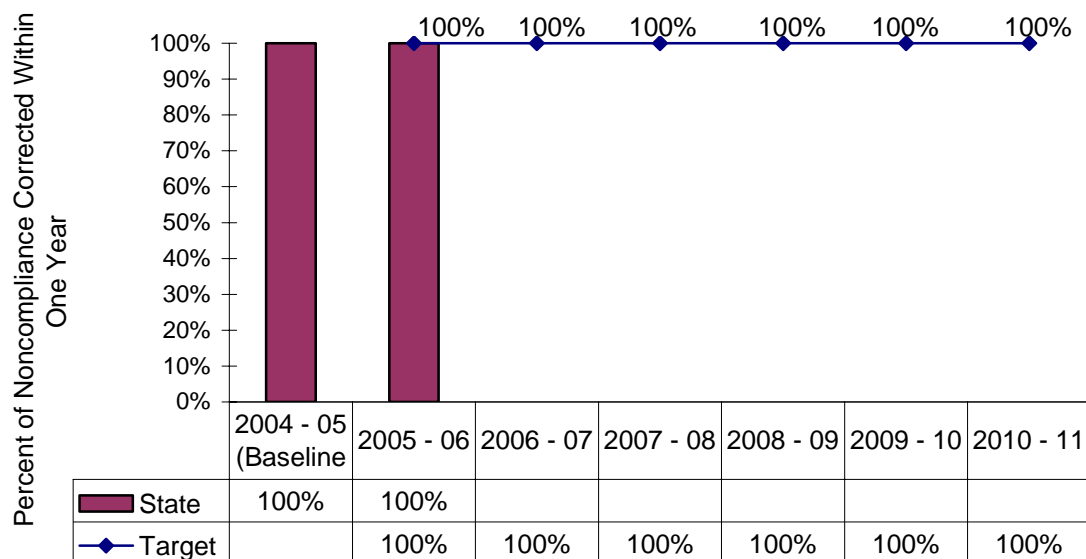
The percent of noncompliance corrected within one year of identification is a compliance indicator and OSEP designated the measurable and rigorous target at 100%. Each annual target of the six year State Performance Plan is set at 100%.

FFY	Measurable and Rigorous Target
<b>2005</b> <b>(2005-2006)</b>	General supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects noncompliance as soon as possible but in no case later than one year from identification 100% of the time.

**Actual Target Data for FFY 2005 (2005-2006):**

Figure C9.1 shows the state baseline and first year's target data for correction of noncompliance within one year. As noted in Figure C9.1, the state target was met for FFY 2005 (2005-2006) with 100% of noncompliance corrected within one year.

Figure C9.1. Percent Correction of Noncompliance Within One Year.



Source. Regional Grantee Self-Assessment File Review, FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

Table C9.1 describes the monitoring components used to determine results for reporting this indicator.

Table C9.1.

*Part C Monitoring Components with Number of Noncompliance Citations and Timely Corrections of Noncompliance.*

Monitoring Component	2004-2005		2005-2006	
	Number of Noncompliance Citations	Number of Timely Corrections	Number of Noncompliance Citations	Number of Timely Corrections
State regulations	0	NA	0	NA
Interagency agreements	0	NA	0	NA
Regional applications and annual reports	0	NA	0	NA
Dispute resolution	0	NA	0	NA
Area Education Agency Accreditation	0	NA	0	NA
Fiscal audit—Part C funds	0	NA	0	NA
--Medicaid	0	0	3	*
Part C monitoring				
Focused monitoring	3	3	2	2
Self-assessment				
--File review	104	104	59	*
--General supervision	31	31	**	**

*Note:* \*Data will be reported in FFY 2006 (2006-2007).

\*\* General supervision file review not completed in FFY 2005 (2005-2006).

#### **Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that Occurred for FFY 2005 (2005-2006):**

Several improvement activities were implemented to impact meeting the target for this indicator and address noncompliance. Policies and practices were analyzed and revised, technical assistance was provided to Regional Grantees, a coordinated system of professional development was implemented, and ongoing monitoring of system performance was conducted.

**Verification of data.** Iowa issued a Request for Proposal (RFP) in April 2005 for the development of a state monitoring and improvement data system designed to enhance Iowa's federal requirement for monitoring of IDEA 2004 Part B and C by focusing on efficient and effective use of technology to make data-based decisions to improve specialized programs and services for Iowa's children. The contract was awarded to Education Data Services and Information Systems, LLC (EDSIS). The contractor is working collaboratively with assigned state staff and all affected agencies in order to ensure the implementation of an effective IDEA Part B and C monitoring system. The data system, Iowa's System to Achieve Results (I-STAR), will be used for Part C self-assessment file reviews (procedural compliance and effective transition) and family surveys in FFY 2006-2007. Data collection for 45-day timeline will be collected by the state Information Management System (IMS) for FFY 2006-2007. Utilizing IMS will allow collection of this data for all Part C eligible children. State monitoring consultants will gather and analyze data annually from Regional Grantees regarding Regional implementation of IDEA and SPP indicators. Data sources include, but are not limited to, 618 data tables and I-STAR. Data for 618 data tables and some SPP indicators are collected in Iowa's Information Management System (IMS), which employs a comprehensive verification process. This multi-step process ensures the timely and accurate data required for all 618 data tables, FFY 2005 (2005-2006) State Performance Plan and Annual Progress Report. Development of web-based Individualized Family Service Plan forms will lead to more consistent and accurate data collected for IMS and other data reporting and monitoring mechanisms.

**Analysis of data to identify concerns.** Data from all aspects of the general supervision system were analyzed to identify any noncompliance concerns:

- State regulations, policies, and procedures. No noncompliance was found in reviewing Regional policies and procedures.
- Interagency agreements. No noncompliance was found in interagency agreements, effective dates, and their implementation.
- Regional applications and annual reports. No noncompliance was found in reviewing Regional Applications and Annual Reports.
- Dispute resolution. Iowa did not have a complaint, due process hearing, or mediation during FFY 2005 (2005-2006).
- Area Education Agency accreditation. No noncompliance was found in reviewing two AEAs (AEA 1 and 13).
- Fiscal audit—Part C funds. No noncompliance was found in reviewing Regional Applications and Annual Reports for appropriate use of Part C funds.
- Fiscal audit—Medicaid. Medicaid Good Standing Reviews were completed in four Regions in FFY 2005 (2005-2006) with three noncompliance citations issued in one Region. A Corrective Action Plan (CAP) was written by the Regional Grantee with activities to address the noncompliance issues with technical assistance provided by the Part C Medicaid consultant. Evidence of success in correcting noncompliance is due to the Lead Agency in July 2007.
- Part C monitoring of Regional Grantee implementation of IDEA. Procedural compliance was evaluated utilizing Focused Monitoring and Regional Self-Assessment File Reviews. During this review year, Regional Grantees 4 and 12 merged, becoming Regional Grantee 12. Focused Monitoring for Early Identification was completed in FFY 2005 (2005-2006) in one Region with two noncompliance citations issued. A Corrective Action Plan (CAP) was written by the Regional Grantee with activities to address the noncompliance issues with technical assistance provided by the Part C state monitoring consultants. All corrective activities were completed by December 2006, within the one-year timeline for noncompliance correction.

Regional Self-Assessment File Reviews were completed for procedural monitoring in all 12 Early ACCESS Regions. Each Region reviewed 10% of all files or a minimum of 15 files for general procedural compliance. Each Region also reviewed 10% or a minimum of 15 files for two transition categories: 1) children eligible for Part B services with Exit Code of Eligible for Part B (EFB); and 2) children not eligible for Part B with Exit Codes of Part B Not Determined (BND), Not Eligible for Part B services—referral to other programs (EOP), and Not Eligible for Part B Services—no referral to other programs (ENR). The same OSEP approved sampling plan for the SPP baseline data was used for the APR indicator data. Statewide, fourteen noncompliance citations were given under the General File Review; 45 under transition. Corrective Action Plans (CAPs) were written by the 10 Regional Grantees receiving noncompliance citations. The CAPs included activities to address the noncompliance issues with technical assistance provided by the Part C state monitoring consultants. Evidence of success in correcting noncompliance is due to the Lead Agency in April 2007. Four Regions were cited a second time for recurring noncompliance (eight noncompliance citations total) even though corrective actions were completed in a within the one-year timeline.

Table C9.2 describes the Regional Self-Assessment File Review noncompliance citations for FFY 2005 (2005-2006) for general file and transition.

Table C9.2.

*Regional Grantee Noncompliance Citations—General File Review and Transition.*

<b>Regional Grantee</b>	<b>Noncompliance Citations General File Review</b>	<b>Noncompliance Citations Transition File Review</b>	<b>Total</b>
1	0	3	3
7	0	0	0
8	0	4	4
9	1*	3	4
10	5**	8	13
11	5**	6	11
12	0	3	3
13	1	3	4
14	1*	2	3
15	0	7	7
16	1	3	4

*Source.* Regional Grantee Self-Assessment File Review, FFY 2005 (2005-2006).

*Note.* \*Region cited for second consecutive year in one area

\*\*Region cited for second consecutive year in three areas.

Table C9.3 describes Iowa's SPP compliance indicator targets, results, and data sources for FFY 2004 (2004-2005) and FFY 2005 (2005-2006). Targets were set at 100% by OSEP, since these are indicators considered important for all children to attain or receive benefit.

Table C9.3.  
SPP Compliance Indicators, Part C.

Indicator	State Target	2004-2005	2005-2006	Data Source
C1: Timely services	100%	68.8%	100%	File review self-assessment
C7: Timely evaluation and assessment	100%	89% with family reason included	86% with family reason included	File review self-assessment
C8: Effective transition C to B				File review self-assessment
A. IFSP transition steps/services	100%	68%	87%	
B. Notification to AEA (LEA)	100%	98%	96%	
C. Timely transition conference	100%	46%	87%	
C9: General supervision (Monitoring)	100%	100%	100%	Due process data system
C10: Complaints (resolved within 60 days)	100%	NA*	NA*	Due process data system
C11: Hearings (adjudicated within 30 days)	100%	NA**	NA**	Due process data system
C12: Resolution sessions	100%	NA***	NA***	NA***
C14: Timely and accurate data	100%	100%	100%	618 data tables, SPP, and APR submissions

Note. \*Iowa did not have a complaint filed

\*\* Iowa did not have a request for due process hearing

\*\*\*Iowa follows Part C due process procedures

- SPP Indicators. Data for SPP Indicators C1, C7, and C8 were collected from the Regional Self-Assessment File Reviews (see SPP Indicators C7 and C8 for explanation of Regional Grantee noncompliance citations and corrective activities). SPP performance indicators were tracked for progress towards targets for the state and all Regional Grantees. Emphasis was placed on valid and reliable data as it related to each of the indicators.



Table C9.4 describes Iowa's SPP performance indicator targets, results, and data sources for FFY 2005 (2005-2006). According to OSEP, each state is allowed to set their own target from baseline data to improve results for children for these six performance indicators.

Table C9.4.  
*SPP Performance Indicators, Part C.*

Indicator	State Target	2004-2005	2005-2006	Data Source
C2: Natural environments	96.1%	95%	96%	618 data table
C3: Early childhood outcomes	NA*	NA*	Baseline	IMS
C4: Family centered services	NA*	NA*	Baseline	Family survey
C5: Child find 0-1	1.1%	1.12%	1.2%	618 data table
C6: Child find 0-3	2.1%	2.0%	2.3%	618 data table
C13: Mediations	90%	NA**	NA**	Due process data system

*Note.* \*C3 and C4 are baseline indicators.

\*\*Iowa did not have a request for mediation or mediation held in FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

**Analysis of policies, procedures, and practices.** Policies, procedures, and practices were reviewed in depth for completion of the OSEP State Application to obtain Part C funds. Specific indicators have described those policies and procedures that were reviewed and revised for FFY 2005 (2005-2006). Also, further description of implementation of the analyses are provided in the Technical Assistance subsection.

**Technical assistance.** State staff developed trainings, guidance documents, and technical assistance to assist Regional Grantees and service providers regarding implementation of IDEA 2004 requirements. Specific technical assistance was provided to the Regional Grantees for areas of noncompliance citations. Lead Agency monitoring consultants maintained close contact with those Regional Grantees with noncompliance citations and reviewed their data throughout the year to ensure that activities impacted child outcomes and data. Guidelines for evaluation and assessment were drafted and reviewed statewide by practitioners, administrators, and Signatory Agencies during the summer of 2006. The work group shared the proposed process with Regional Grantee administrators Fall of 2006. Training of service providers by state staff will continued across the state. The Lead Agency engaged the services of the North Central Regional Resource Center (NCRRC) to assist with the development of statewide training regarding transition procedures.

The Lead Agency provided content to NCRRC regarding implementation guidance, transition policies and procedures including use of the Transition Planning Meeting Work Page, use of appropriate exit codes and exit code definitions, written prior notice, consent, and other systemic components. The Lead Agency continues work with the NCRRC to develop web-based training using Web CT for Service Coordinators and IFSP and IEP teams. It is anticipated the online

training will be initiated early spring 2007. The Lead Agency provided professional development to Service Coordinators under the Comprehensive System of Personnel Development (CSPD) as described in Indicator C1. Module III included updated information about transition, evaluation, and assessment procedures and practices for Service Coordinators.

**Ongoing monitoring and enforcement as needed.** In FFY 2004 (2004-2005), the Lead Agency issued letters to 11 Regional Grantees that required Corrective Action Plans based on noncompliance citations. The plans submitted were approved by the Lead Agency. The Regional Grantees provided training to staff on required compliance correction. Regional Grantees submitted evidence of success to demonstrate that all activities to correct noncompliance had been completed within one year. In FFY 2005 (2005-2006), the Lead Agency issued letters to 10 Regional Grantees that required Corrective Action Plans based on noncompliance citations. The plans submitted were approved by the Lead Agency. Monitoring by state monitoring consultants will continue to measure progress toward meeting noncompliance within the one-year timeframe.

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2006 (2006-2007):**

There were no revisions to targets, improvement activities, timelines or resources for FFY 2006 (2006-2007). The Lead Agency plans to continue to implement strategies outlined in the State Performance Plan.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the state Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administration and liaisons, and the Lead Agency Department of Education staff.

### Monitoring Priority: Effective General Supervision Part C / General Supervision

**Indicator 10:** Percent of signed written complaints with reports issued that were resolved within 60-day timeline or a timeline extended for exceptional circumstances with respect to a particular complaint.

(20 U.S.C. 1416(a)(3)(B) and 1442)

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

### Measurement:

Percent =  $(1.1(b) + 1.1(c))$  divided by  $(1.1)$  times 100.

This target was set at 100% by OSEP since this is considered a compliance indicator important for all children to attain or receive benefit.

FFY	Measurable and Rigorous Target
<b>2005 (2005-2006)</b>	100% of signed written complaints with reports issued were resolved within a 60-day timeline, or a timeline extended for exceptional circumstances with respect to a particular complaint.

**Actual Target Data for FFY 2005 (2005-2006):**

There were no written complaints filed with the Lead Agency in the baseline year or FFY 2005 (2005-2006); therefore, the target is not applicable.

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):**

Although Iowa did not have a written complaint filed, the state continually worked to assure that families had access to and understood their rights for IDEA. The Lead Agency continually reviewed the General Supervision System with mediators and Administrative Law Judges (ALJs) to improve its effectiveness. National Early Childhood Technical Assistance Center (NECTAC) materials infusing parental rights into the Individualized Family Service Plan (IFSP) process were utilized and delivered to all Regional Grantees. Instruction on discussion of parental rights remains a component of Service Coordination Module training. The provision of parental rights is monitored annually through Regional Grantee Self-Assessment File Reviews. Results of the National Center for Special Education Accountability Monitoring (NCSEAM) Family Survey were studied (Indicator C4A Family Centered Services). The percent of families participating in Part C who reported that early intervention services have helped the family know their rights was 89.9%. In addition, the Parent Educator Connection (PEC), a program with designated coordinators in each Region who provide support of the partnership between service providers and families to strengthen outcomes for children and families, has targeted increasing attendance at Part C to Part B transition IFSP meetings and parents' understanding of their rights. Table C10.1 describes Parent Educator Connection contacts related to Part C services for FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

Table C10.1.

*Parent Educator Connection Contacts with Parents, Educators, Service Providers, and Others FFY 2004 (2004-2005) and FFY 2005 (2005-2006).*

<b>Contacts</b>	<b>2004-2005</b>	<b>2005-2006</b>
Total PEC contacts 0-21	25,529	27,716
IFSP related contacts	*	1,413
Transition C to B related contacts	3,134	3,476

*Source.* Parent Educator Contact Data Collection, FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

*Note:* \*Data were not collected for FFY 2004 (2004-2005).

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2006 (2006-2007):**

There are no revisions to Iowa's proposed targets, improvement activities, timelines, or resources. In order to maintain target performance, the Lead Agency will continue to implement strategies outlined in the State Performance Plan.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the state Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administration and liaisons, and the Lead Agency Department of Education staff.

### Monitoring Priority: Effective General Supervision Part C / General Supervision

**Indicator 11:** Percent of fully adjudicated due process hearing requests that were fully adjudicated within the applicable timeline.

(20 U.S.C. 1416(a)(3)(B) and 1442)

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

### Measurement:

Percent =  $(3.2(a) + 3.2(b))$  divided by  $(3.2)$  times 100.

This target was set at 100% by OSEP since this is considered a compliance indicator for all children to attain or receive benefit.

FFY	Measurable and Rigorous Target
<b>2005</b> (2005-2006)	100% of fully adjudicated due process hearing requests were fully adjudicated within the 30-day timeline.

### Actual Target Data for FFY 2005 (2005-2006):

There were no due process hearing requests received or held in the baseline year or in FFY 2005 (2005-2006); therefore, the target is not applicable.

### Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005 (2005-2006):

As required by the Office of Special Education Program's letter in response to Iowa's State Performance Plan (submitted 12-2-05), the Lead Agency responded to the noncompliance required action regarding the submission of the Part C State Performance Plan (SPP) Indicator 11 and the editing error for the due process hearing procedures timelines.

The Lead Agency's policies were reviewed for the typing error (incorrect wording of 30-day extended timeline) to the correct wording (rendered within 30 days) that had only occurred in the SPP and not in the actual policy. Verification of this error and the State policy (sent as an attachment) were sent via email to Kimberly Mitchell, State Contact-Education Program Specialist by Lana Michelson, Iowa State Director of Special Education, on February 2, 2006. In addition, the SPP was corrected and re-submitted to OSEP (see most recent SPP Indicator 11 submitted February 1, 2007).

Although Iowa did not have a written complaint filed, the state continually worked to assure that families had access to and understood their rights for IDEA. The Lead Agency continually reviewed the General Supervision System with mediators and Administrative Law Judges (ALJs) to improve its effectiveness. National Early Childhood Technical Assistance Center (NECTAC) materials infusing parental rights into the Individualized Family Service Plan (IFSP) process were utilized and delivered to all Regional Grantees. Instruction on discussion of parental rights remains a component of Service Coordination Module training. The provision of parental rights is monitored annually through Regional Grantee Self-Assessment File Reviews. Results of the National Center for Special Education Accountability Monitoring (NCSEAM) Family Survey were studied (Indicator C4A Family Centered Services). The percent of families participating in Part C who reported that early intervention services have helped the family know their rights was 75%. In addition, the Parent Educator Connection (PEC), a program with designated coordinators in each Region who provide support of the partnership between service providers and families to strengthen outcomes for children and families, has targeted increasing attendance at Part C to Part B transition IFSP meetings and parents' understanding of their rights. Table C11.1 describes Parent Educator Connection contacts related to Part C services for FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

Table C11.1.

*Parent Educator Connection Contacts with Parents, Educators, Service Providers, and Others for FFY 2004 (2004-2005) and FFY 2005 (2005-2006).*

<b>Contacts</b>	<b>2004-2005</b>	<b>2005-2006</b>
Total PEC contacts 0-21	25,529	27,716
IFSP related contacts	*	1,413
Transition C to B related contacts	3,134	3,476

*Source.* Parent Educator Contact Data Collection, FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

*Note:* \*Data was not collected for FFY 2004 (2004-2005).

#### **Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2006 (2006-2007):**

There are no revisions to Iowa's proposed targets, improvement activities, timelines, or resources for FFY 2006 (2006-2007). In order to maintain target performance, the Lead Agency will continue to implement strategies outlined in the State Performance Plan.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the state Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administration and liaisons, and the Lead Agency Department of Education staff.

#### Monitoring Priority: Effective General Supervision Part C / General Supervision

**Indicator 12:** Percent of hearing requests that went to resolution sessions that were resolved through resolution session settlement agreements (applicable if Part B due process procedures are adopted).

(20 U.S.C. 1416(a)(3)(B) and 1442)

**Measurement:** Percent = (3.1(a) divided by 3.1) times 100.

FFY	Measurable and Rigorous Target
2005 (2005-2006)	Not applicable.

### Actual Target Data for FFY 2005 (2005-2006):

This indicator continues to be not applicable as Iowa follows Part C due process procedures.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components and comments were compiled. Stakeholder groups included the state Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administration and liaisons, and the Lead Agency Department of Education staff.

#### Monitoring Priority: Effective General Supervision Part C / General Supervision

**Indicator 13:** Percent of mediations held that resulted in mediation agreements.

(20 U.S.C. 1416(a)(3)(B) and 1442)

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

#### Measurement:

Percent = (2.1(a)(i) + 2.1(b)(i)) divided by (2.1) times 100.

This target was considered a performance indicator by OSEP, meaning that each state was allowed to set their own target from baseline data to improve results for children.

FFY	Measurable and Rigorous Target
<b>2005</b> (2005-2006)	Not applicable

### Actual Target Data for FFY 2005 (2005-2006):

There were no mediations requested and no mediations held in FFY 2005 (2005-2006). As indicated by the Office of Special Education Programs letter in response to Iowa's State Performance Plan (submitted 12-2-05), Iowa has removed the target and improvement activities related to mediations since the number did not reach 10 or greater.

### Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY (2005-2006):

Although Iowa did not have a written complaint filed, the state continually worked to assure that families had access to and understood their rights for IDEA. The Lead Agency continually



reviewed the General Supervision System with mediators and Administrative Law Judges (ALJs) to improve its effectiveness. National Early Childhood Technical Assistance Center (NECTAC) materials infusing parental rights into the Individualized Family Service Plan (IFSP) process were utilized and delivered to all Regional Grantees. Instruction on discussion of parental rights remains a component of Service Coordination Module training. The provision of parental rights is monitored annually through Regional Grantee Self-Assessment File Reviews. Results of the National Center for Special Education Accountability Monitoring (NCSEAM) Family Survey were studied (Indicator C4A Family Centered Services). The percent of families participating in Part C who reported that early intervention services have helped the family know their rights was 75%. In addition, the Parent Educator Connection (PEC), a program with designated coordinators in each Region who provide support of the partnership between service providers and families to strengthen outcomes for children and families, has targeted increasing attendance at Part C to Part B transition IFSP meetings and parents' understanding of their rights. Table C13.1 describes Parent Educator Connection contacts related to Part C services for FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

Table C13.1.

*Parent Educator Connection Contacts with Parents, Educators, Service Providers, and Others for FFY 2004 (2004-2005) and FFY 2005 (2005-2006).*

<b>Contacts</b>	<b>2004-2005</b>	<b>2005-2006</b>
Total PEC contacts 0-21	25,529	27,716
IFSP related contacts	*	1,413
Transition C to B related contacts	3,134	3,476

*Source.* Parent Educator Contact Data Collection, FFY 2004 (2004-2005) and FFY 2005 (2005-2006).

*Note:* \*Data was not collected for FFY 2004 (2004-2005).

**Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2006 (2006-2007):**

There are no revisions to Iowa's proposed targets, improvement activities, timelines, or resources.

## Part C State Annual Performance Report (APR) for FFY 2005 (2005-2006)

### Overview of the Annual Performance Report Development:

The Part C Annual Performance Report (APR) was developed by Lead Agency staff reviewing baseline data, targets and improvement activities and drafting a report for each indicator. Once draft indicator reports were written, stakeholder groups provided input regarding these three components, and comments were compiled. Stakeholder groups included the state Interagency Coordinating Council (Iowa Council for Early ACCESS), the Early ACCESS Executive Committee, Regional Grantee administration and liaisons, and Lead Agency staff.

### Monitoring Priority: Effective General Supervision Part C / General Supervision

**Indicator 14:** State reported data (618 and State Performance Plan and Annual Performance Report) are timely and accurate.

(20 U.S.C. 1416(a)(3)(B))

The following measurement for this indicator was a requirement of the Office of Special Education Programs (OSEP) for both the six year State Performance Plan and each Annual Performance Report.

### Measurement:

#### State reported data, including 618 data and annual performance reports, are:

- A. Submitted on or before due dates (February 1 for child count, including race and ethnicity, setting & services; November 1 for exiting, and February 1 for Annual Performance Reports); and
- B. Accurate (describe mechanisms for ensuring accuracy).

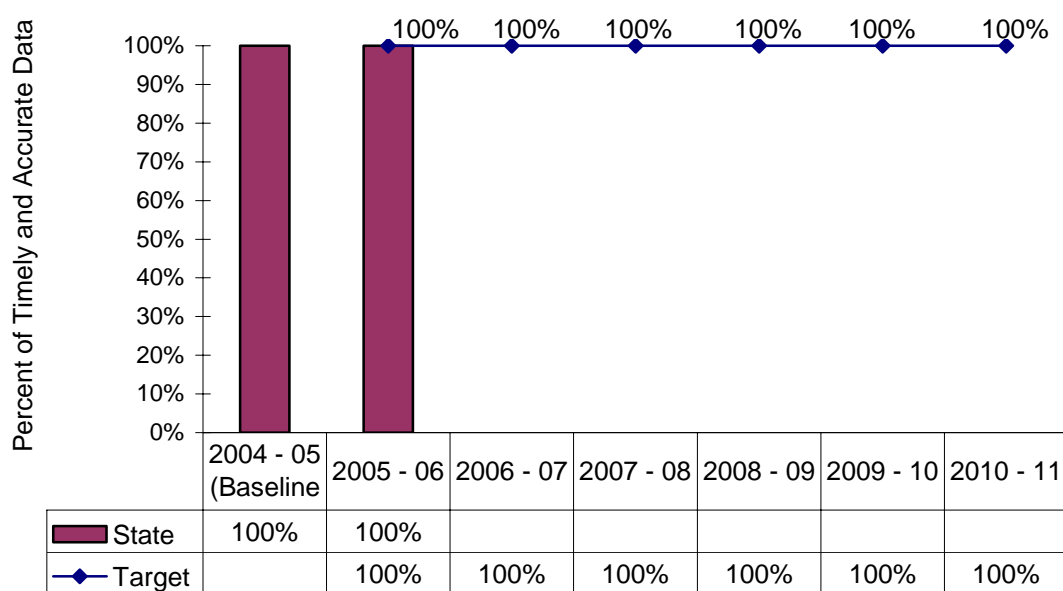
The provision of timely and accurate data (618 and State Performance Plan and Annual Performance Report) is a compliance indicator and OSEP designated the measurable and rigorous target at 100%. Each annual target of the six year State Performance Plan is set at 100%.

FFY	Measurable and Rigorous Target
2005 (2005-2006)	State reported data (618 and State Performance Plan and Annual Performance Report) are timely and accurate 100% of the time.

**Actual Target Data for FFY 2005 (2005-2006):**

The Lead Agency (Department of Education) monitored the timeliness and accurateness of FFY 2005 (2005-2006) data needed for 618 Data Tables, the State Performance Plan and the Annual Performance Report through ongoing verification and validation reports as provided by Iowa's Information Management System (IMS). The Lead Agency and Regional Grantees conducted desk audits and selected onsite reviews of further needed data. Figure C14.1 shows baseline for FFY 2004 (2004-2005), and the first year's data and target for FFY 2005 (2005-2006).

*Figure C14.1. Lead Agency Percent for Submitting Timely and Accurate Data for Required OSEP Reports.*



Source. 618 Data Tables, State Performance Plan and Annual Performance Reports Submitted to OSEP, FFY 2205 (2005-2006).

Table C14.1 shows the required OSEP reports submitted for timeliness and accurateness of data. All components of each of the described data requirements were provided.

Table C14.1.

*Lead Agency Type and Number of Reports Submitted to OSEP for Timely and Accurate Data.*

OSEP Required Part C Data Report	Number Submitted Timely/Accurate	Number Not Submitted Timely/Accurate	Percent Met
618 Tables	3	0	100%
State Performance Plan	1	0	100%
Federal Fiscal Year Part C Grant Application	1	0	100%
Total	5	0	100% 5/5

*Source.* 618 Data Tables, State Performance Plan and Annual Performance Reports Submitted to OSEP, FFY 2205 (2005-2006).

#### **Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that Occurred for FFY 2005 (2005-2006):**

Results of Lead Agency data indicated the target was met with 100% for provision of all data collected in a timely manner and considered accurate. The 618 Tables for Child Count, Settings and Exiting were submitted to Westat by required due dates of February 1<sup>st</sup> and November 1<sup>st</sup>, 2006. Iowa's FFY 2006 (2006-2007) Federal Application for Funds was approved as submitted. Iowa's Part C State Performance Plan FY 1006-2011 met federal requirements after submission review.

Several improvement activities were implemented to maintain compliance with this indicator. Policies and practices were analyzed, technical assistance was provided to Regional Grantee and IMS personnel, and on-going monitoring of system performance was conducted. The Lead Agency partnered with Regional Grantees, Signatory Agencies, and IMS personnel and provided oversight and training to ensure all needed data would be timely and accurate. These personnel also conducted verification and validation checks as well as participated in onsite visits.

**Verification of data.** Iowa's IMS data system entails data checks at several steps for data editing and validation:

**Step 1.** Regional Grantee IMS data entry personnel are trained to review IFSPs for completeness and consistency. If needed, IFSP team members are contacted for specific data or the IFSP is returned for corrections.

**Step 2.** When data are entered into IMS, several types of automatic data quality messages appear on the IMS screens:

- When a new eligible child is entered, the statewide historical database is queried to see if the child may have had an earlier IFSP. A list of near matches, based on name and birth date, is provided so that data personnel can check to see if the new child was previously served. This routine reduces the risk of the same child having two different IMS identification numbers.

- Some data fields are required before data entry can continue. For example, if the resident district code, gender, ethnicity, birth date, or serve status is left blank, a message appears with a prompt and no further data entry is allowed until a valid value is entered.
- For other data fields, a message appears but data entry may continue. For example, if the IT code is left blank, a message advises the operator but data entry continues. These messages are saved and written to a Verification Report (see below).

**Step 3.** A Verification Report, sorted by Regional Grantee, lists data warnings and possible data errors that need to be checked. The report is run in real time so it is continuously updated and available to data entry personnel. The data person reviews the report for his or her respective Regional Grantee, cross checking against the IFSP and following up with Regional Grantee and local IFSP team members as needed. Types of warnings in the report include possible duplicate children, questionable age/IFSP age-eligibility combination, blank IT code, invalid program/service combination, and invalid full-part time code. The Verification Report is monitored by the Lead Agency to ensure that Regional Grantees regularly access and review potential errors during the two critical seasons for data entry (count/setting and exit).

**Step 4.** Lead Agency data personnel periodically review IMS, personnel, and discipline data and contact IMS and Regional Grantee staff with specific accuracy issues above and beyond the Verification Report to rectify any data abnormalities.

In FFY 2004 (2004-2005), the Iowa Part B and C data system (IMS) personnel continued to work with Project EASIER (Electronic Access System for Iowa Education Records) to track individual data for students with and without disabilities. Project EASIER is the Iowa Department of Education's initiative involving the transfer of individual student records. The mission of the project is to reduce data burden, encourage better decision-making by establishing and maintaining a cost effective method of accessing and transferring accurate and timely education information among school districts, post-secondary institutions and the Iowa Department of Education. Further, the Lead Agency continued to improve data entry procedures and revised data collection forms and database fields and provided ongoing training to Regional Grantee data personnel. In both FFY 2004 (2004-2005) and FFY 2005 (2005-2006), five Part C 618 Data Tables were submitted on time.

**Verification of data – data reporting.** Performance and compliance data for the State and Regional Grantees were disseminated to the public through various channels:

- Iowa Department of Education and Early ACCESS websites;
- Regional Grantee distribution;
- Notice in the newspaper; and
- Early ACCESS State Council and member constituencies.

Any concerns with data quality problems were addressed by the Lead Agency, as appropriate.

**Analysis of data to identify concerns.** The Lead Agency, Regional Grantees, and IMS personnel analyzed specific results of SPP or APR indicator data for timely services, natural environments, timeliness of evaluations, child find, and transition information. Historical and current data analysis were conducted to ensure that accurate data were being collected on the IFSP and entered into the data system.

**Analysis of policies, procedures and practices.** Policies, procedures, and practices were reviewed during FFY 2005 (2005-2006). No revisions pertaining to timely and accurate data were made.

**Technical assistance.** The Lead Agency, Regional Grantees, and IMS personnel conducted 20 meetings during FFY 2005 (2005-2006). The focus of the meetings was to ensure ongoing accuracy and timeliness of data. Personnel were trained in required information and accurate data entry. Training was also provided to assist personnel in understanding verification and validation reports (provided after data entry) and how to make any necessary changes to entered data.

Additionally, in June 2006 the Iowa Department of Education (Lead Agency) awarded a 5-year contract to integrate a seamless monitoring data system of Part C to Part B (Iowa System To Achieve Results- I-STAR). This system was developed to use for collection, analysis, and reporting of monitoring results to Regional Grantees. I-STAR is a web-based tool that will be used to gather data during the Self-Assessment file review process. It will also be used to gather Part C Family Survey data. Additional functions include reports that will be generated for each Regional Grantee to identify individual child noncompliance and whether or not a corrective action plan is required. Regional Grantees will be able to track the correction of individual child noncompliance and completion of corrective action plans.

**Ongoing monitoring and enforcement as needed.** In FFY 2005 (2005-2006), the Lead Agency issued letters to two Regional Grantees that required Corrective Action Plans to improve services provided in a timely manner. The submitted plans were reviewed and approved by the Lead Agency. Activities in the plans included training of Regional Grantee staff on the standard for timely services and required IFSP documentation. Regional Grantee and IMS personnel also provided verification and validation reports and required changes were corrected in data collection procedures to ensure timely and accurate data. Once the I-Star system is functioning, the Lead Agency staff will be able to conduct ongoing and efficient data analysis of monitoring data.

**Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for FFY 2005 (2005-2006)**

There were no revisions to targets, improvement activities, timelines or resources for FFY 2006 (2006-2007). In order to maintain target performance, the Lead Agency will continue to implement strategies outlined in the State Performance Plan.

## Appendix 1

U.S. DEPARTMENT OF EDUCATION  
OFFICE OF SPECIAL EDUCATION  
AND REHABILITATIVE SERVICES  
OFFICE OF SPECIAL EDUCATION  
PROGRAMS

TABLE 4

REPORT OF DISPUTE RESOLUTION UNDER PART C, OF THE  
INDIVIDUALS WITH DISABILITIES EDUCATION ACT  
2006-07  
FFY 2005 (2005-2006)

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OMB NO.: 1820-0678

FORM EXPIRES: 11/30/2009

STATE: IOWA

SECTION A: Written, signed complaints	
(1) Written, signed complaints total	0
(1.1) Complaints with reports issued	
(a) Reports with findings	
(b) Reports within timeline	
(c) Reports within extended timelines	
(1.2) Complaints withdrawn or dismissed	
(1.3) Complaints pending	
(a) Complaints pending a due process hearing	

SECTION B: Mediation requests	
(2) Mediation requests total	0
(2.1) Mediations	
(a) Mediations related to due process	
(i) Mediation agreements	
(b) Mediations not related to due process	
(i) Mediation agreements	
(2.2) Mediations not held (including pending)	

SECTION C: Hearing requests	
(3) Hearing requests total	0
(3.1) Resolution meetings (For States adopted Part B Procedures)	
(a) Settlement agreements	
(3.2) Hearings (fully adjudicated) (For all states)	
(a) Decisions within timeline SELECT timeline used {30 day Part C, 30 day Part B, or 45 day Part B}	
(b) Decisions within extended timeline (only applicable if using Part B due process hearing procedures).	
(3.3) Resolved without a hearing	